



City of Port Moody

Agenda

Regular Meeting of Council Council Chambers September 29, 2015 at 7:00pm

- | | | |
|---|-----|--|
| | 1. | Call to Order |
| Introduction of Art at Council | 1.1 | Verbal Report: Mayor Clay
File: 7705-01 |
| | 2. | Public Input |
| | 3. | General Matters |
| The Unflushables | 3.1 | Video: Metro Vancouver
File: 0480-20-17 |
| Delegation – Canada 150 Mural Mosaic Ad Hoc Committee | 3.2 | Delegation Application: Robert Simons, dated August 7, 2015
File: 0230-01 |
| | | |
| | 3.3 | Delegation Application: Eddie Gardner, dated August 7, 2015
File: 0230-01 |
| Delegation – Wild Salmon Caravan Working Group | | |
| | 4. | Adoption of Minutes |
| Minutes | 4.1 | File: 0550-05 |

Pages 7-12

Pages 13-14

Pages 15-24

Recommendation:

THAT the minutes of the Regular Meeting of Council held Tuesday, September 8, 2015 be adopted.

Council's Vision: *Port Moody, City of the Arts, is a unique, safe, vibrant waterfront city of strong neighbourhoods; a complete community that is sustainable and values its natural environment and heritage character.*

Please note that Council meetings are recorded and streamed live to the City's website. Any comments you make at the meeting as well as your image may appear on the City's website.

Document: 324431

5. Consent Agenda

Note: Council may adopt in one motion all recommendations appearing on the Consent Agenda or, prior to the vote, request an item be removed from the Consent Agenda for debate or discussion, voting in opposition to a recommendation, or declaring a conflict of interest with an item.

Finance Committee Resolutions for Ratification

5.1 Recommendation:

THAT the following recommendations from the Finance Committee Meeting of September 15, 2015 be ratified:

*2016-2020 Utilities
Financial Plan Draft*

FC15/105

THAT the report dated September 8, 2015 from the Financial Services Department regarding 2016-2020 Utilities Financial Plan Draft be received for information.

FC15/106

THAT staff report back with previous reports regarding funding of the water reserve.

FC15/107

THAT the Metro Vancouver Chief Financial Officer be invited to speak to the committee regarding changes to Metro Vancouver fees.

*Budget Town Hall/Public
Consultation Discussion*

FC15/110

THAT a Budget Town Hall meeting be held in late November/early December;

AND THAT further public consultation be initiated in late January.

*2014/15 Fleet Premium
Adjustment & Request for
Garage Improvements
Capital Project*

FC15/111&112

THAT the report dated August 31, 2015 from Financial Services Department – Corporate Purchasing & Risk Management Division regarding 2014/15 Fleet Premium Adjustment be received for information;

AND THAT the Finance Committee recommend that Council approve a new capital project “Garage Improvements” for \$65,000 to be funded from the fleet premium rebates currently deposited in the Vehicle Collision Reserve.

*Zoning Bylaw Update –
Key Changes &
Consultation Plan*

FC15/113

THAT the approximately \$7,000 in estimated costs for the Zoning Bylaw Update Consultation Plan be funded from Council Contingency.

*Port Moody Legion #119 –
Remembrance Day Fee
Waiver*

FC15/115

THAT the fee waiver in the amount of \$1,376.53 granted to Port Moody Legion #119 for use of Kyle Centre for Remembrance Day services, ceremonies, and festivities on November 11, 2015 be funded from Council Contingency.

Council Contingency
Balance

FC15/116

THAT the memorandum from the Manager of Accounting dated September 9, 2015 be received;

AND THAT the High Technology Park Leadership Synergy Session be removed from the list of items to be removed from Council Contingency.

2016 Permissive Tax
Exemption Bylaw

FC15/117

THAT the 2016 Permissive Tax Exemptions, as described in the report dated August 26, 2015 from the Financial Services Department regarding 2016 Permissive Tax Exemption Bylaw, be forwarded to Council for approval;

AND THAT Ismaili Council of BC be awarded a permissive tax exemption for 2016, and be notified that 2016 will be the last year of the permissive tax exemption as the City's Permissive Tax Exemption Guidelines have not been met, as indicated in the report dated August 26, 2015 from the Financial Services Department regarding 2016 Permissive Tax Exemption Bylaw;

AND THAT the Royal Canadian Legion be awarded for the permissive tax exemption for 2016, even though they are not anticipated to remain the occupiers of the property for the entire taxable year of 2016, as indicated in the report dated August 26, 2015 from the Financial Services Department regarding 2016 Permissive Tax Exemption Bylaw.

**Equipment
Donations to Local
Non-profit
Organizations**

5.2 Report: Corporate Services Department – Information Services Division, dated September 14, 2015
File: 04-1350-01/Vol 01

Recommendation:

THAT staff donate obsolete computer equipment from the 2015 computer renewal project with minimal resale value to local non-profit organizations before it is considered for auction or recycling, as recommended in the report dated September 14, 2015 from Corporate Services Department – Information Services Division regarding Equipment Donations to Local Non-profit Organizations.

Pages 25-28

**2014/15 Fleet
Premium Adjustment
& Request for
Garage
Improvements
Capital Project**

5.3 Report: Financial Services Department – Corporate Purchasing & Risk Management Division, dated September 16, 2015
File: 03-1280-02/2015

Recommendation:

THAT the 2015 capital budget be amended to include a new capital project titled “Garage Improvements” at a cost of \$65,000 to be funded from the fleet premium rebates currently deposited in the Vehicle Collision Reserve as recommended in the report dated September 16, 2015 from the Financial Services Department – Corporate Purchasing & Risk Management Division regarding 2014/15 Fleet Premium Adjustment & Request for Garage Improvements Capital Project.

Pages 29-34

**Appointment of
Signing Officers**

Pages 35-36

5.4 Memo: General Manager of Financial Services, dated
September 23, 2015
File: 05-1940-01

Recommendations:

THAT the signing officers' resolution approved on January 14, 2014 be rescinded;

AND THAT effective September 29, 2015, the signing officers for all City of Port Moody bank accounts be any two of the following:

- **Mayor Clay or, in the absence of the Mayor, the Acting Mayor or Second Acting Mayor**
- **Kevin Ramsay, City Manager**
- **Paul Rockwood, General Manager of Financial Services**
- **Gorana Cabral, Manager of Financial Planning**
- **Laura Turner, Manager of Accounting**

6. Items Removed From The Consent Agenda

7. Legislative Matters

Site Alteration Bylaw

7.1 File: 3900-136

Pages 37-46

City of Port Moody Site Alteration Bylaw No. 3012, 2015, being a Bylaw to regulate Site Alteration, to include Deposit and Site Clearing operations in Port Moody.

Recommendation:

THAT City of Port Moody Site Alteration Bylaw No. 3012, 2015, be now adopted.

**Site Alteration Bylaw
Fees Bylaw
Amendment**

7.2 File: 3900-136

Pages 47-48

City of Port Moody Fees Bylaw, 2014, No. 2987, Amendment Bylaw No. 6, 2015, No. 3023, being a Bylaw to amend City of Port Moody Fees Bylaw, 2014, No. 2987, to align with Site Alteration Bylaw No. 3012, 2015.

Recommendation:

THAT City of Port Moody Fees Bylaw, 2014, No. 2987, Amendment Bylaw No. 6, 2015, No. 3023, be now adopted.

**Permissive Tax
Exemption Bylaw**

Pages 49-52

7.3 File: 3900-02

City of Port Moody Tax Exemption Bylaw, 2015, No. 3020, being a Bylaw to provide for exemption from taxation for 2016.

Recommendation:

THAT City of Port Moody Tax Exemption Bylaw, 2015, No. 3020 be now read a first, second, and third time.

8. Unfinished Business

9. New Business

**Site Alteration Bylaw
– Amendment to
Municipal Ticket
Information
Utilization Bylaw**

Pages 53-58

9.1 Report: Development Services Department – Planning Division, dated September 21, 2015
File: 3900-136

City of Port Moody Municipal Ticket Information Utilization Bylaw No. 2011, No. 2896 Amendment Bylaw No. 5, 2015, No. 3029 (Site Alteration Bylaw), being a bylaw to amend City of Port Moody Municipal Ticket Information Utilization Bylaw, 2011, No. 2896 to align with bylaw No. 3012, that being the Site Alteration Bylaw.

Recommendation:

THAT Municipal Ticket Information Utilization Bylaw No. 2011, No. 2896 Amendment Bylaw No. 5, 2015, No. 3029 (Site Alteration Bylaw), be read a first, second, and third time as recommended in the report dated September 21, 2015 from Development Services Department – Planning Division.

10. Other Business

**Delegation Request
– Ribfest**

Pages 59-72

10.1 Report: Community Services Department – Cultural Services Division, dated September 17, 2015
Supplementary Information from Rotary Club of Port Moody, dated September 24, 2015
File: 18-7810-20

Recommendation:

THAT the report dated September 17, 2015 from Community Services Department – Cultural Services Division regarding Delegation Request – Ribfest and the Supplementary Information provided by the Rotary Club of Port Moody be received for information.

11. Reports from Council

11.1 Council Verbal Reports

11.2 Staff Verbal Reports

12. Information Items

Committees, Commissions, and Boards – Minutes

Pages 73-112

- 12.1
 - Economic Development Committee – June 3, 2015
 - Community Care Committee – June 8, 2015
 - Youth Focus Committee – June 10, 2015
 - Heritage Commission – June 11, 2015
 - Library Board – June 18, 2015
 - Parks and Recreation Commission – July 8, 2015
 - Transportation Committee – July 15, 2015
 - Environmental Protection Committee – July 20, 2015
 - Finance Committee – July 21, 2015
 - Library Board – August 20, 2015

Outstanding Business List

Pages 113-121

- 12.2 Outstanding Business List, dated September 21, 2015
File: 01-0530-25/Vol 01

Release of Information from Closed Meeting

*Addressing Off-site
Contamination onto City
Lands From 50 Electronic
Avenue/3115 Murray Street*

- 12.3 The following resolution was released from the Closed Council Meeting held on September 8, 2015:

CC15/125

THAT the City indicate agreement to the risk assessment based approach proposed by the owner of the property at 50 Electronic Avenue/3115 Murray Street subject to the conditions identified in Attachment 1 as recommended in the report dated August 31, 2015 from Development Services Department – Sustainability Division regarding Addressing Off-site Contamination onto City Lands from 50 Electronic Avenue/3115 Murray Street;

AND THAT staff be directed to negotiate an ecological amenity contribution.

13. Public Input

14. Adjournment

Application for Delegation to Council

Please forward completed form to:

Legislative Services Department

(t) 604-469-4603 (f) 604-469-4550 (e) clerks@portmoody.ca
City Hall, 100 Newport Drive, Port Moody, BC V3H 5C3

Please complete the following:

DATE: August 7, 2015

NAME:

Robert Simons

REPRESENTING (NAME OF GROUP OR ORGANIZATION):

Canada 150 Mural Mosaic Ad Hoc Committee

MAILING ADDRESS:

1012 Alpine Place

Port Moody BC

STREET ADDRESS (IF DIFFERENT FROM MAILING ADDRESS):

TELEPHONE NUMBER (DAYTIME)

604-461-6660

FAX NUMBER:

EMAIL ADDRESS: robert.simons@telus.net

PREFERRED MEETING DATE FOR DELEGATION TO COUNCIL
(Please Refer to the Council Meeting Schedule)

September 8, 2015

ALTERNATIVE COUNCIL MEETING DATE:

September 29, 2015

IF THERE IS AN URGENCY TO YOUR DELEGATION TIMING, PLEASE PROVIDE THE DETAILS BELOW:

A timely review and approval is requested to provide sufficient opportunity for complementary fund raising and appropriate consultation for the Canada 150 Mural Mosaic installation.

IN THE SPACE BELOW, PLEASE BE VERY SPECIFIC ABOUT WHAT ACTION YOU WOULD LIKE COUNCIL TO TAKE IN RESPONSE TO YOUR DELEGATION. PLEASE ATTACH COMPLETE BACKGROUND INFORMATION IN SUPPORT OF YOUR REQUEST.

"Canada150 Mural Mosaic" is a national initiative to celebrate Canada's Sesquicentennial in 2017. The project is art inspired that provides residents of all ages and backgrounds with an opportunity to participate and create their own lasting legacy to celebrate Canada's 150th Anniversary. Port Moody's project will be one of at least 150 across Canada to create a Mosaic connecting all Provinces and Territories for our national celebration.

Port Moody was selected by the Canada150 Mural Mosaic team as a preferred candidate community specifically due to Port Moody "City of the Arts" motto. A "Community Driven" committee is prepared to champion the project but requires the City's endorsement, determination of location and financial support to proceed. Port Moody's Mosaic will be a unique Canada150 legacy of "Public Art" in our community created by the "Public".

IN YOUR PRESENTATION TO COUNCIL, ARE YOU REQUESTING ANY FINANCIAL/IN-KIND ASSISTANCE? YES ☒ NO ☐

If yes, in what amount \$12,500

PLEASE INDICATE WHAT, IF ANY, SPECIAL PRESENTATION EQUIPMENT YOU REQUIRE FOR YOUR PRESENTATION: (WIRELESS MICROPHONE, OVERHEAD PROJECTOR, VCR, FLIP CHART, EASEL, ETC.)

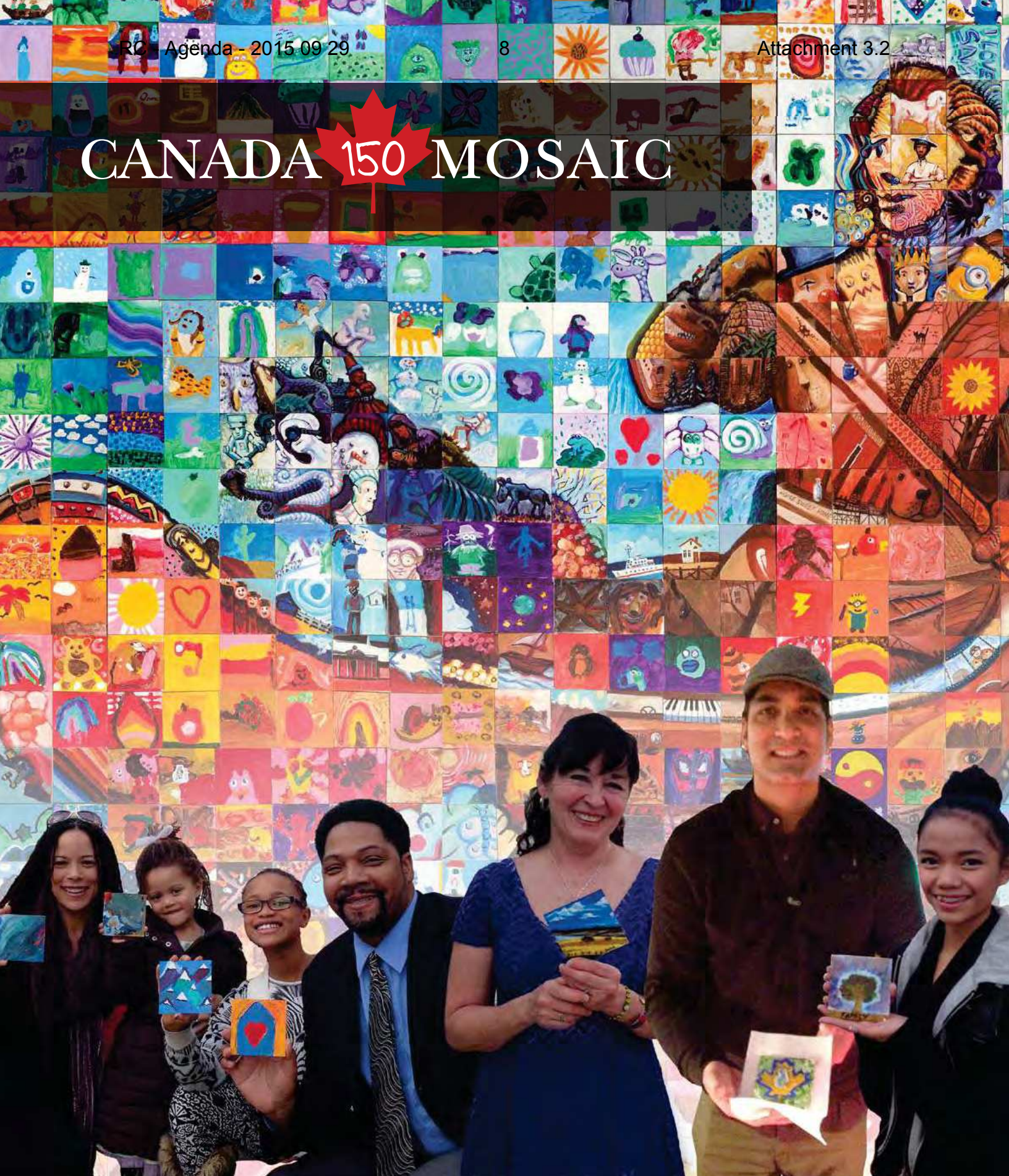
We will be making a PowerPoint presentation

Following your delegation, Council members may have questions for clarification. Council may then either refer the issue to the next or a subsequent meeting of Council, refer the issue to staff for a report, and/or refer the issue to a committee for consideration and recommendation back to Council. You will be advised in writing of Council's further action.

**THANK YOU FOR YOUR INTEREST IN YOUR COMMUNITY.
COUNCIL AND STAFF WILL STRIVE TO ADDRESS YOUR CONCERNS.**

All personal information is collected and maintained pursuant to the *Freedom of Information and Protection of Privacy Act*.
Questions can be directed to the Corporate Officer, 604-469-4603.

CANADA 150 MOSAIC



*The National Mural Created by
Canada's Communities Celebrating 150 Years*

Message from Lewis Lavoie

Hello,

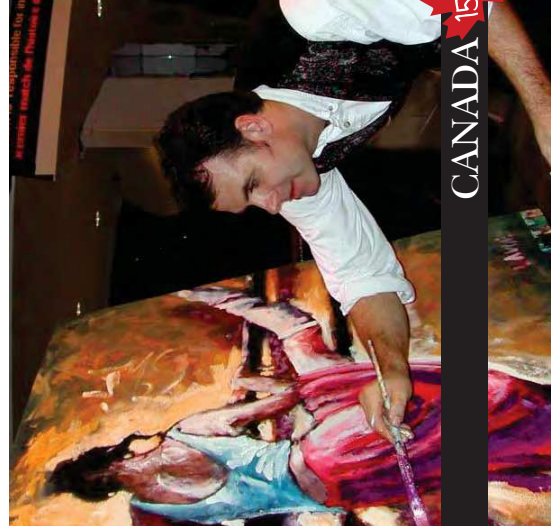
What would a unified painting of Canada look like if it was painted by expressions of our people? As an artist, I am fascinated at the thought of what the final image will be when thousands of individual paintings, created by Canadians from coast to coast, are combined into one overall piece of art.

Not long after completing the first mosaic murals eleven years ago, it became apparent to us that these murals had the ability to involve practically anyone, from professional artist to "first timers", from the very young to our senior citizens. No matter what their background everyone had one thing in common, they were part of a bigger picture. From the smallest of us to the most influential, we all part of a bigger story. To me, this is the sheer definition of what a community is. It seemed that overnight, communities began asking us to create murals.

Naturally, it came to me it would be incredible to create a mural that would connect our whole country. For years, I have been exploring what this would look like. Finally, the timing is perfect as Canada is about to celebrate 150 years.

I have chosen the train and railroad and feel it is the ultimate theme for connecting the murals. Railways played an integral role in the process of tying regions together. My vision is to do the same with these murals. All aboard!

Lewis Lavoie
Key Artist/Director of Mural Mosaic



Phil Alain, Paul Lavoie, Lewis Lavoie -
Kunamook Mural at the 2010 Olympic Games

Mural Mosaic

Mural Mosaic began in 2003 and was founded by the trio of Lewis Lavoie, Paul Lavoie and Phil Alain. Lead by renowned artist Lewis Lavoie, the trio is based out of St. Albert AB and have been orchestrating collaborative murals around North America involving artists and non-artists alike from all over the world.

Their murals have been featured at such events as the 2010 Winter Olympics in Vancouver, the 2012 Summer Olympics in London, the Centennial celebration of the Calgary Stampede, the Alberta Saskatchewan Centennial of 2005, the Edmonton Centennial of 2005 and a Royal unveiling for Queen Elizabeth II.

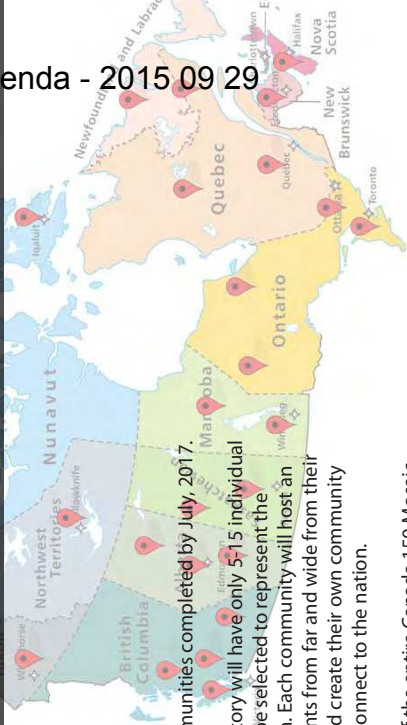
The murals have included special guest team members ranging from renowned artists to celebrity and political guests. Some past participants and guests include The Barenaked Ladies Kevin Hearn, William Shatner, Mike Myers, Dan Aykroyd, Robert Bateman, Michelle Grant, Bill Lishman, Ian Tyson, Former Premiers Lorne Calvert and the late Ralph Klein and literally thousands more.

Project Purpose



RC - Agenda - 2015 09 29

Project Goal



150 Murals in 150 Communities completed by July, 2017

Each province and territory will have only 5-15 individual communities who will be selected to represent the province and the nation. Each community will host an event inviting participants from far and wide from their region to participate and create their own community mural, which will then connect to the nation.

Upon the completion of the entire Canada 150 Mosaic, each community mural will reside in the town or city where it was created as a reminder of the 150th anniversary, and the pride of the community and the nation



In 2017, Canada will turn 150 years old. It is a country that has welcomed the world through its borders.

To celebrate this birthday, the Mural Mosaic team is launching a bold undertaking. Over a two year span, the trio plan to create a mural including all provinces and territories, over 80,000 paintings and 150 individual murals that when united will form one gigantic mural mosaic. The mural, if ever connected would be over 365 meters wide (4 football fields) x 2.5 meters high (8 feet).

The mural will represent a cultural mosaic, a time capsule, a visual portrayal of history, an art masterpiece from the soul of the nation. An art piece that fifty years from now, may inspire another generation, who will in turn be able to celebrate through the mural, and maybe take it upon themselves to add to this memory.

Like the first settlers to come to the country, this project is full of ambition, adventure and the desire to trail blaze into new exciting frontiers. It will also face great challenges and obstacles. But, if history proves itself correctly, the trio of art explorers – Lewis Lavoie, Paul Lavoie and Phil Alain will find their way and en route will meet up with like-minded art explorers and something remarkable will be born.



CANADA 150 MOSAIC.COM

CANADA 150 MOSAIC.COM

Attachment 3.2

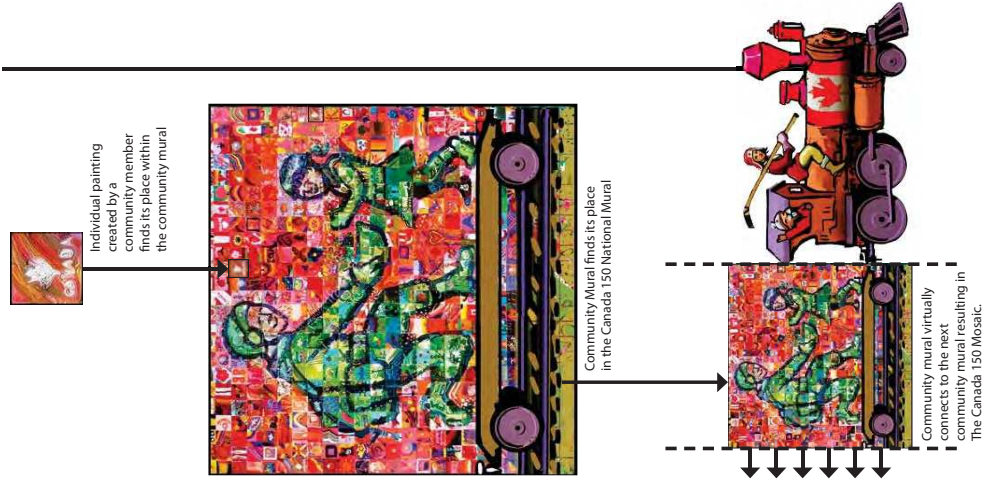
The Making of a Community Mural

Community Mural Events

Each community mural created will have between 400-750 tiles to paint. The Canada 150 Mosaic team of artists and facilitators will come to your community and work with you to create an ultimate two-day painting event like no other.

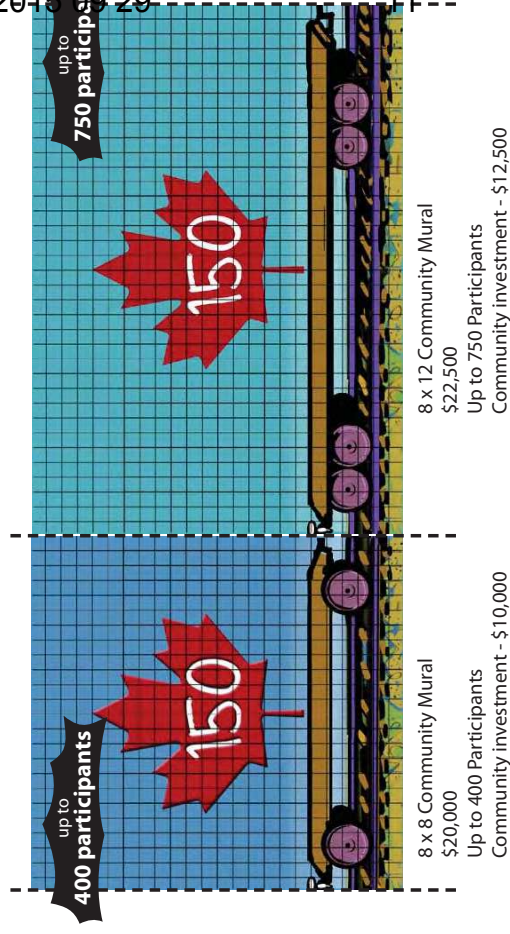
Any skill level is welcome, all ages are welcome, you do not have to be an artist! Every tile painted will be 4 inches x 4 inches in size, creating a unified community mural.

Once your community mural is complete it will be virtually connected to other communities creating one massive overall National mural connecting the country coast to coast. Your mural contribution to the Canada 150 Mosaic will be permanently displayed in your community creating a lasting legacy landmark of Canada's 150th celebration.



Community Investment

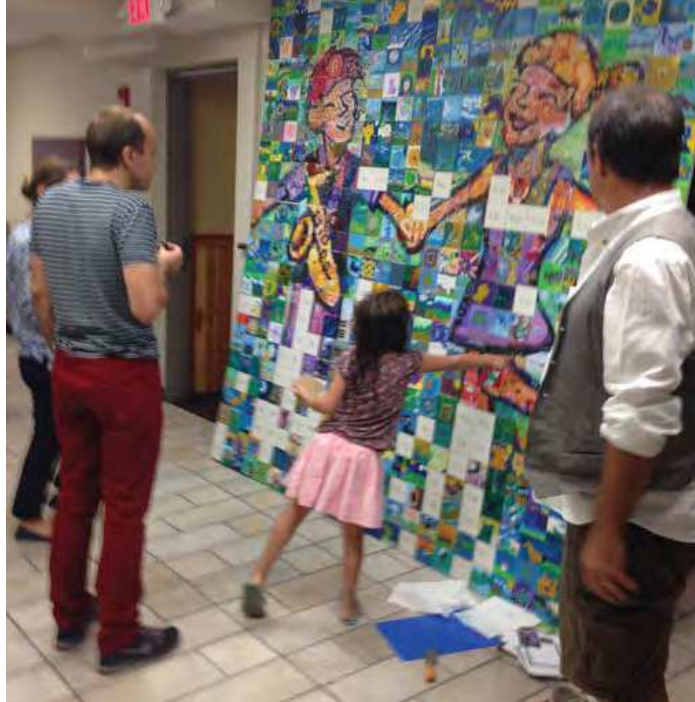
This project has been designed to be a collaboratively funded community experience. The total cost of each mural will be shared by its community and corporate sponsors.



Your Community Mural includes:

- ✓ Mural designed by Lewis Lavoie - uniquely representing your community
- ✓ The Canada 150 Mosaic team travels to your community to facilitate painting workshops
- ✓ All materials
- ✓ Travel and Administrative Costs
- ✓ Up to 750 community members involved
- ✓ Mounting, clearcoating and photographing (ready to hang)
- ✓ 100 poster prints of your completed community mural
- ✓ Online presence virtually connecting to other communities on Canada150Mosaic.com



**Contact**

Tracy Oliver, Project Coordinator

tracy@muralmosaic.com | Ph. 780-953-1519

www.canada150mosaic.com

APPLICATION FOR DELEGATION TO COUNCIL

Please forward completed form to:

Legislative Services Department

(t) 604-469-4505 (f) 604-469-4550 (e) clerks@portmoody.ca
City Hall, 100 Newport Drive, Port Moody, BC V3H 3E1

Please complete the following:

DATE: AUG 7th

NAME:

EDDIE GARDNER

REPRESENTING (NAME OF GROUP OR ORGANIZATION):

WILD SALMON CARAVAN WORKING GROUP

MAILING ADDRESS:

213 - 46693 Yale Rd
Chilliwack BC, V2P 2R8

STREET ADDRESS (IF DIFFERENT FROM MAILING ADDRESS):

TELEPHONE NUMBER (DAYTIME):

604 792 0867

FAX NUMBER:

EMAIL ADDRESS: singingbear@telus.net

PREFERRED MEETING DATE FOR DELEGATION TO COUNCIL
(Please refer to the Council Meeting Schedule for dates and times)

Tuesday September 8th

ALTERNATIVE COUNCIL MEETING DATE:

Tuesday 29th

IF THERE IS AN URGENCY TO YOUR DELEGATION TIMING, PLEASE PROVIDE THE DETAILS BELOW:

IN THE SPACE BELOW, PLEASE BE VERY SPECIFIC ABOUT WHAT ACTION YOU WOULD LIKE COUNCIL TO TAKE IN RESPONSE TO YOUR DELEGATION. PLEASE ATTACH COMPLETE BACKGROUND INFORMATION IN SUPPORT OF YOUR REQUEST.

Wild Salmon Advocates would like to present a thank you
in person for the recent declaration to protect Wild Salmon

IN YOUR PRESENTATION TO COUNCIL, ARE YOU REQUESTING ANY FINANCIAL/IN-KIND/FEE WAIVER ASSISTANCE? YES ☐ NO ☒

If yes, please contact the General Manager of Community Services (604-469-4542) for assistance with the determination of the fee waiver amount.

Office use only: CALCULATION OF FEE WAIVER AMOUNT _____

PLEASE INDICATE WHAT, IF ANY, SPECIAL PRESENTATION EQUIPMENT YOU REQUIRE FOR YOUR PRESENTATION: (WIRELESS MICROPHONE, OVERHEAD PROJECTOR, VCR, FLIP CHART, EASEL, ETC.)

N/A

Following your delegation, Council members may have questions for clarification. Council may then, either refer the issue to the next or a subsequent meeting of Council, refer the issue to staff for a report and/or refer the issue to a committee for consideration and recommendation back to Council. You will be advised in writing of Council's further action.

**THANK YOU FOR YOUR INTEREST IN YOUR COMMUNITY.
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City of Port Moody

Minutes

Regular Council Meeting

Council Chambers

Tuesday, September 8, 2015

7:08pm

Present:

Mayor M.E. Clay
Councillor D.L. Dilworth
Councillor R.G. Glumac
Councillor B.A.J. Junker
Councillor P.Z.C. Royer
Councillor R. Vagramov

Absent:

Councillor M.P. Lahti

In Attendance:

Kevin Ramsay – City Manager
Neal Carley – General Manager of Engineering and Parks Services
Margot Davis – Manager of Sustainability
Mary De Paoli – Manager of Planning
Remo Faedo – Fire Chief
Ron Higo – General Manager of Community Services
Juli Kolby – Manager of Corporate Purchasing & Risk Management
Kevin Jones – Planner
Jim LaCroix – Manager of Recreation
Rosemary Lodge – Manager of Civic Affairs
Angie Parnell – General Manager of Corporate Services
Paul Rockwood – General Manager of Financial Services
Dorothy Shermer – Corporate Officer
James Stiver – General Manager of Development Services
Tracey Takahashi – Deputy Corporate Officer

- Introduction of Art at Council**
1. Call to Order
 - 1.1 Verbal Report: Mayor Clay
File: 7705-01

Mayor Clay noted that Culture Days is a collaborative, Canada-wide, volunteer movement to raise awareness, participation, and engagement of all Canadians in the arts and cultural life of their communities. Since 2010, on the last weekend in September, thousands of artists, organizations, and communities have offered completely free, hands-on, interactive activities that invite the public

Council's Vision: *Port Moody, City of the Arts, is a unique, safe, vibrant waterfront city of strong neighbourhoods; a complete community that is sustainable and values its natural environment and heritage character.*

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to participate “behind the scenes,” to discover the world of arts and culture.

A short video prepared in 2014 to celebrate the fifth anniversary of Culture Days was shown.

It was noted that, in 2015, the City would host its first-ever *Day of Arts* celebration on Saturday, September 26 from 12pm to 5pm at the Civic Centre to showcase visual artists, musicians, and performers, and food from local restaurants. It was also noted that the City would be supporting a number of events in the community over the course of the Culture Days weekend, including the *Traditional India Series* – a reception and classical Indian concert on Friday at Inlet Theatre, the Burrard Inlet Fish Fest on Friday and Saturday at Rocky Point Park, as well as the Venosta Variety Hour Radio Show on Sunday at Inlet Theatre. More information is available at www.culturedays.ca.

2. Public Input

Rev. Julie Labrun, Minister at St. Andrews United Church, Port Moody, requested that Council support the Church’s request for a fee waiver for the encroachment agreement included in item 5.1 of the evening’s agenda.

Ann Hulbert, Port Moody, expressed gratitude for the Summer Sunday Concert Series in Rocky Point Park, and noted that the City should consider extending the concert season to June and September. Ms. Hulbert requested information about the upcoming Food Truck Festival, and expressed appreciation for the recent golf tournament put on by the Port Moody Public Library.

Mayor Clay noted that the Food Truck Festival is scheduled for Saturday, September 19, 2015 at 11am to 5pm at Inlet Field, featuring 20 food trucks, an artisan market, live music, family entertainment, and more. The Mayor noted that tickets would be available for \$2 at the gate, with children aged 13 and under getting in for free.

Don and Judy Fehr, Port Moody, presented a letter to Council regarding their application for a fee waiver for the encroachment agreement included in item 5.1 of the agenda, noting that their fence has been in place for 45 years and they do not feel they should have to pay for an encroachment agreement now as the City has known about the encroachment since it was erected.

3. General Matters

Coquitlam Search and Rescue

3.1 Presentation: Coquitlam Search and Rescue File: 0230-01

Coquitlam Search and Rescue members Sandy Burpee, Darren Timmer, and Gord Lister presented a plaque to the City of Port Moody in appreciation of its grant of \$10,000 as a Gold Donor to Coquitlam Search and Rescue to help the group purchase a new mobile command centre.

Youth Scholarship Awards 3.2 Presentation: Mayor Clay and Chair of the Youth Focus Committee
File: 0290-02

Mayor Clay introduced Youth Focus Committee Chair, Amanda Masse, and Vice Chair, Tiffany Yep, to make a presentation to the winners of the Port Moody Youth Scholarship. Emma Crooks and Jiaming Li each received a cheque for \$1,000 towards their post-secondary education tuition.

Delegation – Rotary Club of Port Moody Ribfest 3.4 Delegation Application: Ian MacPhail/Alan Schmelzel, dated August 14, 2015
File: 0230-01

Ian MacPhail thanked the City for its contributions to the inaugural Port Moody Ribfest and presented an overview of the event, acknowledging the various donors and event sponsors. Mr. MacPhail noted that approximately \$45,000 in donations have already been distributed from the proceeds of the event, and that positive feedback has been received about the event from the Port Moody Police, City operations staff, event sponsors, and the general public. Mr. MacPhail noted that the Rotary Club is beginning to plan for the next year's event to be held on the weekend of July 22-24, 2016, and requested the City's support including waste collection/removal, grey water disposal, portable toilets, and policing.

Minutes 4. Adoption of Minutes
4.1 File: 0550-05

RC15/299

Moved, seconded, and CARRIED

THAT the minutes of the Regular Meeting of Council held Tuesday, July 28, 2015 be adopted.

5. Consent Agenda

At the request of Council, the following items were removed from the Consent Agenda for consideration under section 6:

- **5.1 – Encroachment Agreements for Multiple Locations & Amendment to Corporate Policy 06-2360-01 – Encroachments;**
- **5.3 – Request to Install Two Little Free Libraries on City Property;**
- **5.5 – Coquitlam Citywide Official Community Plan Update; and**
- **5.6 – Delegation Response – Our Horizon.**

RC15/300

Moved, seconded, and CARRIED

THAT the recommendation contained in the following items presented in the September 8, 2015 Regular Council Consent Agenda be adopted:

- **5.2 – Multi-Material BC (MMBC) Update; and**
- **5.4 – Metro Vancouver Regional Growth Strategy Update.**

The items and recommendations referred to above are as follows:

Multi-Material BC (MMBC) Update

- 5.2 Report: Engineering & Parks Services, dated August 31, 2015
File: 11-5380-07

Recommendation Adopted on Consent:

THAT the report dated August 31, 2015 from Engineering & Parks Services regarding Multi-Material BC (MMBC) Update be received for information.

Metro Vancouver Regional Growth Strategy Update

- 5.4 Memo: General Manager of Development Services, dated September 1, 2015
Letter: Metro Vancouver, dated August 4, 2015
File: 0480-20-03

Recommendation Adopted on Consent:

THAT the letter from Metro Vancouver dated August 4, 2015 regarding *Metro Vancouver 2040: Shaping our Future* Amendment to Reflect Recently Accepted Regional Context Statements – Greater Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1223, 2015 be received for information;

AND THAT Metro Vancouver be advised that the City of Port Moody has no objections to the amendments referenced in the letter.

Encroachment Agreements for Multiple Locations & Amendment to Corporate Policy 06-2360-01 – Encroachments

6. Items Removed From The Consent Agenda

- 5.1 Report: Financial Services Department – Corporate Purchasing & Risk Management Division, dated August 31, 2015
File: 06-2240-20

RC15/301

Moved, seconded, and CARRIED

THAT the fee waivers requested for 11 McNair Bay and 2318 St. Johns Street be approved.

RC15/302

Moved, seconded, and CARRIED

THAT encroachment agreements between the City of Port Moody and the property owners, as listed in Table A – Encroachments in the report from Financial Services Department – Corporate Purchasing & Risk Management Division, dated August 31, 2015, be executed;

AND THAT the amended Corporate Policy 06-2360-01 – Encroachments, as attached to the report from Financial Services Department – Corporate Purchasing & Risk Management Division dated August 31, 2015, be approved.

**Request to Install
Two Little Free
Libraries on City
Property**

5.3 Report: Engineering & Parks Services, dated August 31, 2015
File: 12-6280-01/2001

RC15/303

Moved, seconded, and CARRIED

THAT the installation of two Little Free Libraries, one in Rocky Point Park by the Childgarden Preschool and another in Old Orchard Park by the Rotary Club, be approved as recommended in the report dated August 31, 2015 from Engineering & Parks Services, regarding Request to Install Two Little Free Libraries on City Property.

**Coquitlam Citywide
Official Community
Plan Update**

5.5 Memo: General Manager of Development Services, dated September 1, 2015
Letter: City of Coquitlam, dated June 2, 2010
File: 0460-15

RC15/304

Moved, seconded, and CARRIED

THAT the letter from the City of Coquitlam dated June 2, 2010 regarding Public Consultation Opportunity – Application for Amendment to the Citywide Official Community Plan (CWOCPP) – 1120 Falcon Drive and 2565 Runnel Drive be received for information;

AND THAT the City of Coquitlam be advised that the City of Port Moody has no objections to the proposed land use designation changes referenced in the letter.

**Delegation
Response – Our
Horizon**

5.6 Memo: General Manager of Development Services, dated September 1, 2015
File: 0230-01

RC15/305

Moved, seconded, and DEFEATED

THAT staff draft an amendment to the Business Licensing Regulation Bylaw to require all gasoline retailers to add gas pump warning labels to all pump handles as a condition for obtaining or renewing a business licence as outlined in the presentation by Our Horizon.

(Voting against: Councillors Dilworth and Junker, and Mayor Clay)

RC15/306

Moved, seconded, and CARRIED

THAT Council seek legal advice before taking action to adopt any regulation or amend the Business Licensing and Regulation Bylaw.

(Voting against: Mayor Clay)

7. Legislative Matters**Tourism Committee
Appointments**

7.1 File: 01-0360-03

RC15/307

Moved, seconded, and CARRIED

THAT the following people be appointed to the Tourism Committee for the remainder of 2015 and 2016:

- **Sean Antonson (Community);**
- **Lisa Beecroft (Business);**
- **Jamie Cuthbert (Business);**
- **Deidre Heim (Community); and**
- **Poopeh Morakkabati (Community).**

**Appointment of
Committee Chairs**

7.2 File: 01-0360-03

RC15/308

Moved, seconded, and CARRIED

THAT Councillor Dilworth be appointed Chair and Councillor Glumac be appointed Vice-Chair of the Tourism Committee for the remainder of 2015 and 2016.RC15/309

Moved, seconded, and CARRIED

THAT the Terms of Reference for the Seniors Focus Committee be amended to:

- **Identify two (2) Council Representatives as non-voting liaisons rather than as Chair and Vice-Chair; and**
- **Require the Committee to elect a Chair and Vice-Chair by a majority vote of eligible voting members.**

RC15/310

Moved, seconded, and CARRIED

THAT Councillor Royer be appointed Council Representative and Councillor Lahti be appointed Alternate Council Representative to the Seniors Focus Committee.RC15/311

Moved, seconded, and CARRIED

THAT Councillors Glumac and Vagramov be appointed as Council Representatives to the City/CPR Community Advisory Committee for the remainder of 2015 and 2016.

Report: Financial Services Department, dated August 28, 2015
File: 05-1760-05

City of Port Moody Capital Remedial Works Loan Authorization Bylaw, 2015, No. 3018, being a Bylaw to authorize the borrowing of funds for the completion of capital remedial works to City facilities and transportation system.

RC15/312

Moved and seconded

THAT Capital Remedial Works Loan Authorization Bylaw, 2015, No. 3018 be now read a first, second, and third time as recommended in the report dated August 28, 2015 from the Financial Services Department regarding Capital Remedial Works Loan Authorization Bylaw No. 3018.

RC15/313

Moved, seconded, and DEFEATED

THAT the foregoing motion be amended by replacing “as recommended in the report dated August 28, 2015 from the Financial Services Department regarding Capital Remedial Works Loan Authorization Bylaw No. 3018” with “with the following amendments:

- **Section 3 – ‘maximum term’ be replaced with ‘maximum terms’**
- **Section 3 – ‘is 25 years’ be replaced with ‘are 25 years for \$7,400,000 and 5 years for \$3,100,000’**

(Voting against: Councillors Dilworth, Junker, and Royer, and Mayor Clay)

RC15/314

Moved, seconded, and DEFEATED

THAT this item be deferred.

(Voting against: Councillors Dilworth, Junker, and Royer, and Mayor Clay)

The question on the main motion (RC15/312) was put to a vote; the motion was CARRIED.

(Voting against: Councillors Glumac and Vagramov)

Site Alteration Bylaw 7.4

Report: Development Services Department – Planning Division, dated August 31, 2015
File: 3900-136

City of Port Moody Site Alteration Bylaw No. 3012, 2015, being a Bylaw to regulate Site Alteration, to include Deposit and Site Clearing operations in Port Moody.

City of Port Moody Fees Bylaw, 2014, No. 2987, Amendment Bylaw No. 6, 2015, No. 3023, being a Bylaw to amend City of Port Moody Fees Bylaw, 2014, No. 2987, to align with Site Alteration Bylaw No. 3012, 2015.

RC15/315

Moved, seconded, and DEFEATED

THAT this item be deferred until average grade changes are addressed in Draft Bylaw No. 3012.

(Voting against: Councillors Dilworth, Junker, and Royer, and Mayor Clay)

RC15/316

Moved, seconded, and CARRIED

THAT Site Alteration Bylaw No. 3012, 2015, be read a first, second, and third time as recommended in the report dated August 31, 2015 from Development Services Department – Planning Division regarding Site Alteration Bylaw;

AND THAT Fees Bylaw, 2014, No. 2987, Amendment Bylaw No. 6, 2015, No. 3023, be read a first, second, and third time as recommended in the report dated August 31, 2015 from Development Services Department – Planning Division regarding Site Alteration Bylaw.

8. Unfinished Business

9. New Business

Corporate Carbon Neutrality

- 9.1 Presentation: Manager of Sustainability
Letter: Green Communities Committee, dated July 29, 2015
File: 6870-01

RC15/317

Moved, seconded, and CARRIED

THAT the letter from Green Communities Committee, dated July 29, 2015, regarding Corporate Carbon Neutrality be received for information.

Recommended Input to BC Climate Leadership Plan Discussion Paper

- 9.2 Report: Development Services Department – Sustainability
Division, dated August 31, 2015
File: 13-6870-01/01

RC15/318

Moved, seconded, and CARRIED

THAT staff be directed to submit comments as recommended in the report dated August 31, 2015, from the Development Services Department – Sustainability Division regarding Recommended Input to BC Climate Leadership Plan Discussion Paper;

AND THAT the BC Climate Leadership Plan be referred to the Environmental Protection Committee for further input.

**Strata Title
Conversion
Subdivision of the
previously occupied
building located at
160 Shoreline Circle**

9.3

Report: Development Services Department – Planning Division,
dated August 26, 2015
File: 6720-20-88

RC15/319

Moved, seconded, and CARRIED

THAT the meeting be extended beyond 10:00pm.

RC15/320

Moved, seconded, and CARRIED

THAT the Strata Title Conversion at 160 Shoreline Circle be approved as recommended in the report dated August 26, 2015 from Development Services – Planning Division regarding the Strata Title Conversion of the previously occupied building located at 160 Shoreline Circle.

(Voting against: Councillors Glumac and Vagramov)

10. Other Business

**Proclamation
Request –
Community
Inclusion Month**

10.1

E-mail: Kevin Lusignan, dated August 5, 2015
File: 0630-01

RC15/321

Moved, seconded, and CARRIED

THAT October 2015 be proclaimed Community Inclusion Month in the City of Port Moody.

**Fee Waiver Request
– Legion Branch
#119 Port Moody –
Remembrance Day
Service**

10.2

Letter: Legion Branch #119, dated August 30, 2015
File: 0230-01

RC15/322

Moved, seconded, and CARRIED

THAT the Facility Rental Fees (\$1376.53) for Legion Branch #119's Remembrance Day Service at Kyle Centre on November 11, 2015 be waived;

AND THAT the funding be referred to the Finance Committee to identify a funding source.

11. Reports from Council

11.1

Council Verbal Reports

Councillor Royer noted that she is looking forward to the Transportation Safety Fair scheduled for Saturday, September 12, 2015 and encouraged the public to attend.

Councillor Dilworth noted that she will also be attending the Transportation Safety Fair, and that there would also be a volunteer shoreline cleanup on the weekend. Cllr. Dilworth commended City staff on the great job of cleanup after the storm the previous weekend.

Councillor Vagramov encouraged members of the public to attend the upcoming Transportation Safety Fair scheduled for Saturday, September 12, 2015 at 11am to 3pm in the traffic circle in front of City Hall.

Mayor Clay noted the following upcoming events: Culture Days (September 26 at 12-5pm at the Civic Centre), Burrard Inlet Fish Fest (September 25 at 5pm to September 27 at 2pm at Rocky Point Park), and the Terry Fox Run (September 20 at 9am at Rocky Point Park). Mayor Clay expressed appreciation to City staff for their hard work cleaning up after the storm on the weekend, and reminded the public to drive cautiously on the roads, especially in school zones, and to ensure that garbage is kept safe from hungry bears.

11.2 Staff Verbal Reports

12. Information Items

Council Correspondence for Information

- 12.1
- Letter from the Union of BC Municipalities re Gas Tax Agreement Community Works Fund Payment, dated July 24, 2015
 - Letter from Metro Vancouver re Caring for the Air, Metro Vancouver's 2015 Report on Regional Air Quality, dated July 31, 2015
 - Letter from the Ministry of Transportation and Infrastructure re New Building Canada Fund – Small Communities Fund (NBCF-SCF) Project #N20058 – Barnet Highway Landfill Closure, dated August 14, 2015

13. Public Input

14. Adjournment

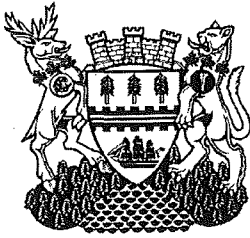
The Mayor declared the meeting adjourned at 10:12pm.

Certified correct in accordance with Section 148(a) of the Community Charter.

D. Shermer, Corporate Officer

Confirmed on the _____ day of _____, 2015.

M.E. Clay, Mayor



City of Port Moody

Report/Recommendation to Council

Date: September 14, 2015

File No: 04-1350-01/Vol 01

Submitted by: Corporate Services Department – Information Services Division

Subject: Equipment Donations to Local Non-profit Organizations

Purpose / Introduction

To seek approval to offer obsolete computer equipment for donation to local non-profit organizations.

Recommended Resolution

THAT staff donate obsolete computer equipment from the 2015 computer renewal project with minimal resale value to local non-profit organizations before it is considered for auction or recycling, as recommended in the report dated September 14, 2015 from Corporate Services Department – Information Services Division regarding Equipment Donations to Local Non-profit Organizations.

Background

Principle (f) under the Policy section of Corporate Policy 03-1200-01 – Purchasing states that the City will *ensure the maximum value is obtained when disposing of surplus goods*.

Donations of obsolete equipment, which may have a modest resale value, are therefore outside of the policy and Council approval is required.

There are a number of precedents for the city donating surplus goods with Council approval. The most significant recent example was the donation of an out-of-service fire truck to Firefighters Without Borders in 2010. Earlier in 2015, six obsolete computers were donated to the Mossom Creek Hatchery.

Following the City's recent computer renewal project, staff have been approached by the Port Moody Station Museum, Golden Spike Days Society, and School District 43 for donations of obsolete computer equipment.

Discussion

Obsolete equipment such as network switches, servers, PCs, and monitors are usually auctioned for minimal value or recycled at the Encorp depot without compensation.

Staff believe that, with Council's permission, a large portion of the City's obsolete equipment can be offered for donation to local non-profit organizations. This would effectively extend the useful life of the equipment and significantly reduce the operating costs of recipient

Report/Recommendation to Finance Committee

Equipment Donations to Local Non-profit Organizations

September 14, 2015

organizations. Equipment that is not usable by these organizations can be auctioned or recycled.

Other Options

THAT all obsolete computer equipment be shipped to the Operations Division for sale by auction or for recycling.

Financial Implications

The City's revenues from each auctioned item may be less than \$10. These revenues can supplement the City's equipment lease budget, but they would have a minimal positive impact.

Communications / Civic Engagement

Donations to non-profit organizations are usually viewed favourably by the public. Residents may be advised of the donations in a press release or a news article.

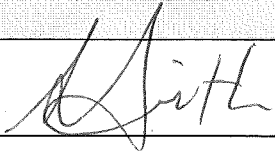

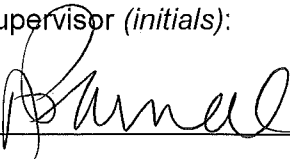
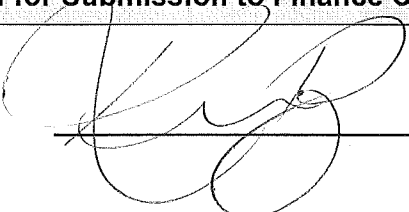

Council Strategic Plan Objectives

One of Council's key strategic objectives supported by this proposed donation is nurturing the community through supporting arts, culture, and learning. In addition, reusing electronic equipment preserves and enhances the natural environment.

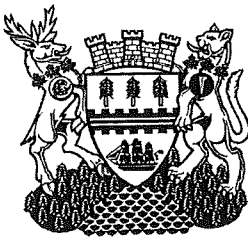
Report/Recommendation to Finance Committee

Equipment Donations to Local Non-profit Organizations

September 14, 2015

Prepared by:  _____ Stephen Smith Information Services Manager	Reviewed by:  _____ Supervisor (initials):  _____ Department Head (initials): Angela Parnell
Reviewed for Form and Content / Approved for Submission to Finance Committee:	
City Manager's Comment/Concurrence  _____ City Manager	
Corporate Review Financial Services	Initials 

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City of Port Moody

Report/Recommendation to Council

Date: September 16, 2015 File No. 03-1280-02/2015
Submitted by: Financial Services Department – Corporate Purchasing & Risk
Management Division
Subject: 2014/15 Fleet Premium Adjustment & Request for Garage Improvements
Capital Project

Purpose / Introduction

To request approval of a capital project for garage improvements funded from the Vehicle Collision Reserve.

Recommended Resolution

THAT the 2015 capital budget be amended to include a new capital project titled “Garage Improvements” at a cost of \$65,000 to be funded from the fleet premium rebates currently deposited in the Vehicle Collision Reserve as recommended in the report dated September 16, 2015 from the Financial Services Department – Corporate Purchasing & Risk Management Division regarding 2014/15 Fleet Premium Adjustment & Request for Garage Improvements Capital Project.

Background

Fleet Premium Adjustment

ICBC offers an insurance rebate program for fleets with more than 200 vehicles or whose annual premiums are greater than \$100,000. The City falls into the latter category and has participated in the program since 2007. The program provides insurance premium rebates for demonstrated or calculated evidence of safe driving records. To determine the rebate, on an annual basis, the following formula is applied:

$$\frac{\text{Annual Payout}}{\text{Annual Premiums}} = \text{Loss Ratio}$$

The resulting percentage (loss ratio) is slotted into a grid of pre-set ranges of loss ratios which have corresponding discount percentages. This percentage is then applied to the City's annual insurance premium paid to determine the rebate amount.

$$\text{Loss Ratio (\%)} \times \text{Premiums} = \text{Rebate}$$

Report/Recommendation to Council

2014/15 Fleet Premium Adjustment & Request for Garage Improvements Capital Project

September 16, 2015

ICBC adjusts the rebate over time as losses have had time to develop. If further losses develop over a period of 24 months from the first rebate date as a result of claims attributable to that coverage period, the rebated funds may be recalled in full or in part by ICBC. As a result, it is recommended that the adjustment payments received for the previous two years be kept in the reserve.

In addition, it is recommended that \$120,000 be maintained in the reserve to replace two Police vehicles, if required (Police vehicles are at the highest risk of requiring replacement). The figure has been adjusted since last reporting to Council to ensure that if two high value Police vehicles are in need of replacement, there is adequate funding available. In the past, the reserve has been utilized to replace one Police vehicle involved in a pursuit.

Garage Improvements Project

As part of the Strategic Fleet Review undertaken by Mercury Associates early in 2015, it was recommended that significant improvements be made to the size of the garage at the Works Yard. The recommendations in the Fleet Maintenance section of the report spoke to inadequate space and lighting in the garage and are as follows:

19. *Build a concrete pad in front of the shop and cover the area with an awning to provide additional work space for mechanics; and*
20. *Install lighting to improve illumination.*

DiscussionFleet Premium Adjustment

Since joining ICBC's program in 2007, the City has consistently received an annual rebate. On August 12, 2015, ICBC issued the City a cheque in the amount of \$49,042 (**Attachment 1**). This payment was for the 2014/15 Fleet Premium Adjustment and is equal to 35% of our net premiums paid for the same year. The premiums paid in 2014/15 were \$140,119, which was net of a 60% discount.

As has been past practice, cheque #1544512 has been deposited into the City's Vehicle Collision Reserve, bringing the balance to \$285,503. Any subsequent recalled funds by ICBC would be paid back to them from the reserve. The table below outlines the recommended reserve balance and the funds in excess of that amount:

Vehicle replacement	\$120,000
2013/14 fleet premium adjustment	49,431
2014/15 fleet premium adjustment	49,042
Total recommended reserve balance	\$218,473
Total reserve as of August 13, 2015	\$285,503
Excess funds in reserve	\$67,030

Report/Recommendation to Council

2014/15 Fleet Premium Adjustment & Request for Garage Improvements Capital Project

September 16, 2015

Garage Improvements Project

Given that a decision on the future of the Works Yard has yet to be made, some smaller scale improvements have been identified which would add more space and improve working conditions.

The Superintendent of Support Services, who oversees the operation and maintenance of the fleet, has identified a number of improvements that could be made to increase the size of the garage and improve efficiency and working conditions for the mechanics. Some of the improvements could be transferred to a new Works Yard in the future (indicated in the table below in *italics*). A breakdown of the improvements and their cost and impact are as follows:

Improvement	Impact	Cost
Enlarge doorway from garage to the tool room and enclose the back wall	This would allow for additional space on the shop floor and provide a place to store our 4 portable column lifts. Enclosing the space would also allow an area for small equipment repairs and hydraulic hose repairs.	\$13,000
Purchase a 40' cratex container and create a doorway from the shop to the container for inventory storage	This would provide a clean area to work on maintenance/repairs, allow for the cleaning out of inventory from the current tool room, and make that area a usable space for small equipment repairs and hydraulic hose repairs. This would also allow the space to store portable column lifts. Inventory could be cleared away from the tire/rim machine and the returns area. <i>The container could be repurposed at a new Works Yard location.</i>	21,125
Purchase a 40' cratex container for tire storage	Tires are currently stored outdoors next to the building. Tires need to be stored in a dry place. The elements (rain/uv rays) damage the new tires and because they are stored outside, their life is significantly reduced. <i>The container could be repurposed at a new Works Yard location.</i>	9,830
Improve lighting	The current lighting was identified in the fleet review as very poor. An upgrade to LED lighting is more energy efficient and much brighter. This would help mechanics with repairs and troubleshooting. They are challenged now with seeing what they are doing. It is more challenging in the fall and winter when it is darker outside.	15,000
	Contingency (~10%)	6,045
	Total cost	\$65,000

Other Options

1. THAT select improvements not be included in the overall project.
2. THAT staff be directed to use the excess funds for another purpose.
3. THAT staff be directed to report back with further information.
4. THAT an alternate funding source be used for the project.

Report/Recommendation to Council

2014/15 Fleet Premium Adjustment & Request for Garage Improvements Capital Project

September 16, 2015

Financial Implications

As included above.

Communications / Civic Engagement

N/A

Council Strategic Plan Objectives

The recommendations included in this report meet Council's strategic plan outcome of optimizing the use of City facilities.

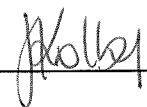

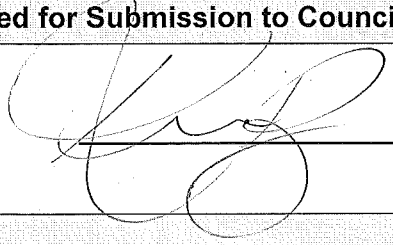
Attachments:

1. Cheque #1544512 from ICBC.

Report/Recommendation to Council

2014/15 Fleet Premium Adjustment & Request for Garage Improvements Capital Project

September 16, 2015

Prepared by:	Reviewed by:
 Juli Kolby, SCMP, CRM Manager of Corporate Purchasing & Risk Management	 Department Head (initials): Paul Rockwood General Manager of Financial Services
Reviewed for Form and Content / Approved for Submission to Council:	
City Manager's Comment/Concurrence  City Manager	
Corporate Review Engineering and Parks Services (Engineering, Parks, Operations)	Initials 

Insurance Corporation
of British ColumbiaCorporate Disbursements
151 West Esplanade
North Vancouver BC V7M 3H9
Canada

82

1544512

Cheque Statement (retain this portion for your records)

CITY OF PORT MOODY
PO BOX 36
PORT MOODY BC V3H 3E1Vendor 39406
Currency CAD
Cheque number 1544512
Issue date August 5, 2015
Cheque amount \$ 49,042.00

DATE	INVOICE/CREDIT MEMO	DOCUMENT NO.	GROSS AMOUNT	DISCOUNT	NET AMOUNT
Aug 5, 2015	FLT526301-AUG/15	600768658	49,042.00	0.00	49,042.00
2014 FLEET RETRO PREMIUM ADJUSTMENT - 526301					
TOTAL			\$ 49,042.00	\$ 0.00	\$ 49,042.00

CITY OF PORT MOODY

AUG 12 2015

BY MAIL

ACG365 (102007)

ACG366A (052013)

Insurance Corporation
of British Columbia

1544512

THIS CHEQUE CONTAINS SECURITY FEATURES

The Royal Bank of Canada
Main Branch
Royal Centre, Vancouver, BCCheque Number
1544512Vendor Number
39406DATE 2015-08-05
YYYY MM DDPay the sum of:
Forty Nine Thousand Forty Two and 00/100 Dollars

\$ *****49,042.00

To the order of:

CITY OF PORT MOODY
PO BOX 36
PORT MOODY BC V3H 3E1

PRESIDENT

⑈001544512⑈ ⑆09150⑈0031⑆ 000⑈001⑈8⑈

Memorandum

To:	Council	File #:	05-1940-01
CC:	Kevin Ramsay, City Manager	Date:	September 23, 2015
From:	Paul Rockwood, General Manager of Financial Services		
Subject:	Appointment of Signing Officers		

Due to a vacancy which has recently occurred in the Financial Services Department, and the assignment of Laura Turner to take on those responsibilities, the resolution authorizing signing officers for City bank accounts requires updating.

Recommendation

THAT the signing officers' resolution approved on January 14, 2014 be rescinded;

AND THAT effective September 29, 2015, the signing officers for all the City of Port Moody bank accounts be any two of the following:

- Mayor Clay or, in the absence of the Mayor, the Acting Mayor or Second Acting Mayor
- Kevin Ramsay, City Manager
- Paul Rockwood, General Manager of Financial Services
- Gorana Cabral, Manager of Financial Planning
- Laura Turner, Manager of Accounting



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City of Port Moody

Bylaw No. 3012

Bylaw No. 3012 is a bylaw to regulate Site Alteration, to include Deposit and Site Clearing operations in Port Moody.

The Council of the City of Port Moody enacts as follows:

1. Citation

This Bylaw may be cited as City of Port Moody Site Alteration Bylaw No. 3012, 2015.

2. Definitions and Interpretation

2.1 In this Bylaw

“APPLICANT” means the legal owner of the land to which the Permit application corresponds, or the person authorized by the owner to act on their behalf;

“CITY” means the City of Port Moody;

“COUNCIL” means the municipal council of the City of Port Moody;

“DEPOSIT” means the placement of Soil upon a Parcel on which the Soil did not previously exist or stand and includes the movement of Soil from one part of the Parcel to another part of the same Parcel and, removal of the Preload shall be considered part of the deposit operation;

“ENGINEER” means the General Manager of Engineering and Parks for the City and any person designated by the Engineer to act in his or her place;

“FEES BYLAW” means the current “City of Port Moody Fees Bylaw, 2014, No. 2987” as amended from time to time;

“HIGHWAY” means every public way within the meaning of the *Transportation Act*, S.B.C and every street, road, lane, bridge, walkway, pathway, trail, viaduct and any other way open to the use of the public, other than a private right-of-way on private property;

“PARCEL” means any lot, block or other area in which land is held or into which land is subdivided but does not include a Highway;

“PERMIT” means the written authority granted by the Engineer under this bylaw for the deposit of soil upon land within the City, or the removal of soil from land within the City;

“PRELOAD” means the placement of fill material for the purposes of soil

compaction;

“PROJECT ENGINEER” means an engineer registered with the Association of Professional Engineers and Geoscientists of B.C.;

“SITE CLEARING” means the clearance of a Parcel which results in the exposure of Soil on a site and may involve the removal of Soil from a Parcel;

“SOIL” means the entire mantle of natural material above bedrock, including, but not limited to, sand, gravel, rock, silt, sediment, clay, peat, topsoil, and Preload fill.

- 2.2 All words and phrases that are not defined in this Bylaw must be construed in accordance with the meanings assigned to them by the *Community Charter*, *Local Government Act*, and *Interpretation Act* as the context and circumstances require. A reference to a statute in this Bylaw refers to a statute of the Province of British Columbia, and a reference to any enactment refers to that enactment as it may be amended or replaced from time to time. Headings in this Bylaw are for convenience only and do not define or limit the scope or intent of this Bylaw. If any portion of this Bylaw is found invalid by a court of competent jurisdiction, that invalid portion is severed and the remainder is deemed to continue as valid.
- 2.3 Schedule “A” is attached to and forms part of this Bylaw.

3. Restriction and Permit Requirement

- 3.1 A person must not Deposit Soil, or direct, cause, suffer or allow the Deposit of Soil, or conduct Site Clearing on or from land within the City except
- a) in accordance with this Bylaw; and
 - b) in accordance with any and all permits and approvals required under any other enactment, the proof of which has been provided to the satisfaction of the Engineer before any work has commenced.

4. Permit Exemptions

- 4.1 A person must not Deposit Soil or undertake any Site Clearance on any land within the City, without first obtaining a Permit, unless exempted under this section.
- 4.2 A Permit is not required in any one or more of the following circumstances
- a) the Deposit of Soil or Site Clearing is initiated and carried out by, or on behalf of, the City;
 - b) the Deposit of Soil or Site Clearing is initiated and carried out by, or on behalf of, a regional, provincial or federal agency and/or utility provider;
 - c) the Deposit of Soil or Site Clearing is carried out in accordance with any and all conditions, requirements, and restrictions of approval for a subdivision or development permit, provided that the provisions of sections 5.2 (b) through (g), 9.6, 10, 11, 12, and 13 of this Bylaw are met;
 - d) the Deposit of Soil or Site Clearing is carried out in accordance with any and all conditions, requirements, and restrictions of approval for a building

- permit, provided that the provisions of sections 5.2 (b) through (g), 9.6, 10, 11, 12, and 13 of this Bylaw are met;
- e) the Deposit involves an ingredient or component part of processed or manufactured materials or products, where such Soil is stockpiled on the premises and where such material or products are lawfully being processed or manufactured within the City and are permitted by the City's Zoning Bylaw and other applicable legislation;
 - f) the Soil is stockpiled as inventory for a permitted business as a going concern and not for any other purpose;
 - g) the Soil is required for the construction or maintenance of a private sewage disposal system or septic field for which any required approvals have been obtained from the Province of British Columbia or the Greater Vancouver Regional District (Metro Vancouver); or
 - h) the Site Clearing, or Deposit of Soil or bark mulch, or similar wood fibre material, as a growing medium for plants and landscaping, providing that the Deposit does not exceed 150 millimetres in depth at any point on the Parcel.
- 4.3 For clarity, where no requirements for Deposit of Soil or Site Clearing have been established for a particular site as a condition of subdivision approval or the issuance of a development permit or building permit, as referred to in paragraphs (c) and (d) of section 4.2, the owner of the Parcel must apply for and obtain a Permit under this Bylaw before commencing the Deposit of Soil or Site Clearing.
- 4.4 Except as specifically set out in Section 4.2, a Permit is required where:
- a) more than 10 cubic metres of Soil is to be Deposited on a Parcel that is zoned as residential within any 24 month period;
 - b) more than 20 cubic metres of Soil is to be Deposited on a Parcel zoned other than residential within any 24 month period;
 - c) more than 30 cubic metres is proposed for removal as part of a Site Clearing operation from any Parcel within any 24 month period; or
 - d) Site Clearing of a Parcel results in the exposure of Soil on more than 30 percent of the Parcel.

5. Application Requirements

- 5.1 Every application for a Permit shall be made in writing to the Engineer and the Applicant shall include:
- a) a non-refundable application fee in the amount specified in the Fees Bylaw;
 - b) a deposit of security in accordance with the requirements of Section 6.1;
 - c) evidence of insurance as required in Section 6.2; and
 - d) information required under this Bylaw.
- 5.2 Every application for a Permit must include the following information:

- a) a description of the purpose for the proposed Deposit or Site Clearing;
- b) a statement of the estimated total volume of the Soil Deposit or removal and, in the case of a Deposit, the estimated total volume of the Deposit to remain on the Deposit site after preload removal, all as determined by the Project Engineer, and representing the likely total volume of fill required to obtain the conditions provided for by the Permit drawings;
- c) the consent in writing of the owner and any person having a registered charge against the Parcel that is the subject of the application, together with a current State of Title Certificate attesting to the ownership of the Parcel immediately prior to the date of application;
- d) proof satisfactory to the Engineer that the Applicant is in possession of all permits or approvals required under the Pollution Control Act, the Environmental Management Act and other applicable enactments;
- e) plans of the lands that are the subject of the application, prepared by a B.C. Land Surveyor or professional engineer registered in the Province of British Columbia, which shall include:
 - i) contour plans of the lands, to a scale of not less than 1:5000 metric, showing contours at a vertical interval suitable to describe the existing terrain of the Parcel and the relation to that of the adjoining lands and Highways and showing the proposed geodetic survey of Canada (G.S.C.) datum elevations of the lands after the Deposit or removal has been made.
 - ii) in the case of a Deposit for Preloading a site, plans showing the proposed elevation of the Preload, and the proposed final elevation after Preload removal; and
 - iii) where the lands are identified in Section 5.2.1 (d) of the City's Zoning Bylaw as being vulnerable to flooding, and where the Deposit is proposed to achieve that "Flood Construction Level", plans and information showing how the final G.S.C. datum elevation of the Deposit will not exceed the "Flood Construction Level" plus an allowance for long-term settlement;
- f) detailed calculations, cross-sections, and other engineering data and pertinent information used in calculating the volume of Soil to be Deposited or removed as part of a Site Clearing operation; and
- g) if required by the Engineer:
 - i) particulars of the present use, occupancy and condition of the subject Parcel and of adjacent lands which may be affected, including all pertinent topographic features, buildings, structures and tree cover existing on the lands, statutory easements, rights of way, Highways and highway allowances, foot paths, watercourses, water table drainage facilities, wells, private sewage disposal systems, fence lines, facilities existing for pedestrian and vehicular traffic (indicating the suitability of same for carrying the type and volume of traffic to be generated by the Deposit or Site Clearing operation), utilities, services, and other existing facilities;

- ii) particulars as to how the proposed slopes will be maintained during and upon completion of the Deposit or Site Clearing operation;
- iii) proposed methods of drainage control and sediment and erosion control to meet the standards of the City's *Subdivision and Development Servicing Bylaw* and *Stream and Drainage System Protection Bylaw* for the Deposit or Site Clearing operation, both during and upon completion of the operation;
- iv) proposed methods of providing access to the lands during and after completion of the Deposit or Site Clearing operation;
- v) proposed methods of fencing, enclosing, and clearing the lands to ensure safety to humans and animals;
- vi) proposed location of stockpiles, indicating their extent and nature;
- vii) proposed location of any machinery, buildings, scales, and other structures and improvements to be located on the lands in connection with the proposed Deposit or Site Clearing operation;
- viii) proposed trucking routes, trip frequency, and traffic control measures; and
- ix) any further and other information that the Engineer considers is necessary to adequately describe the nature, extent, and impacts of the proposed Deposit or Site Clearing operation.

6. Security and Insurance

- 6.1 Every Applicant must, prior to the issuance of a Permit, deposit with the City's financial officer a security in the form of cash or an unconditional, irrevocable letter of credit, in a form acceptable to the Engineer and drawn on a Canadian financial institution, in an amount as specified in the Fees Bylaw. The security shall be maintained in full force and effect throughout the Permit period and thereafter as may be required by the Engineer.
- 6.2 The amount of the security will be \$1,000.00, plus \$0.50 per cubic metre of soil to be Deposited or removed from the Parcel.
- 6.3 Portions of the security deposit not required for the purposes of ensuring compliance with this Bylaw and the Permit or to repair damage to City property caused by the Deposit or Site Clearing operation, as determined by the Engineer, shall be returned to the Applicant.
- 6.4 The security, or portions thereof, may be returned to the Applicant, once operations are completed as certified by the Project Engineer and to the satisfaction of the Engineer.
- 6.5 Permit holders are required to carry comprehensive general liability coverage in the minimum amount of \$5,000,000.00 including liability for bodily injury or death and property damage for the duration of the work.

7. Permit Issuance/Refusal

- 7.1 On being satisfied that the an application is complete and in order, the Engineer may issue a Permit, and may impose any additional and specific terms and conditions as the Engineer considers necessary to address any concerns or issues identified by the Engineer, or that may be noted in, or arise from, information provided as part of the application, or noted by any governmental authority having jurisdiction over the proposed work.
- 7.2 In considering whether to grant or deny issuance of any Permit under this Bylaw, or impose any requirement, term, or condition, the Engineer shall have regard for the potential of any Soil Deposit, Removal, or Site Clearing activity to negatively impact the environment, utilities, and neighbouring properties, including, but not limited to:
- a) impacts on watercourses, aquifers, wells, ditches, drains, groundwater or drainage patterns;
 - b) impacts on the amenities on the Parcel or adjacent lands including, without limitation, utilities, infrastructure, works or services located within rights-of-way, or other structures, buildings, or improvements;
 - c) impacts that may threaten the health, safety or welfare of the public;
 - d) impacts that result in the use of the Parcel in a manner inconsistent with the applicable zoning, or adversely affect the future development of other lands;
 - e) impacts that result in increased costs for any government to provide public utilities, works, or services to the Parcel or adjacent lands;
 - f) impacts that result in the Parcel or other lands becoming susceptible to erosion, flooding, slippage, landslides, slumping, or settling;
 - g) impacts that create dust, dirt, or noise which may constitute a nuisance to any other public or private lands or the community at large; and/or
 - h) conformance with all applicable municipal bylaws, or provincial or federal laws.
- 7.3 The Engineer may issue a Permit subject to the observance or fulfilment of additional conditions specified in the Permit which in the opinion of the Engineer are necessary to achieve the purposes of this Bylaw.

8. Expiry

- 8.1 Every Permit shall expire 12 months from the date of issue or upon such earlier date as may be specified by the Engineer.
- 8.2 In the case of a Preload, the Engineer may specify an additional timeframe, beyond 12 months, to allow for the removal of the Preload.

9. Renewal, Modification, Transfer, Display and Records

- 9.1 If the Deposit or Site Clearing operation authorized by a Permit are not completed before the Permit expires, as set out in paragraph 8.1 of this Bylaw, or it becomes necessary to alter or deviate from the particulars of the Permit application or drawings submitted for a Permit, the Engineer may renew or modify the Permit upon written request of the Permit holder, subject to the following:
- a) an application to renew a Permit shall be made in the same manner and upon payment of the same fees and deposit of the same security as provided in this Bylaw for the original Permit;
 - b) an application to renew a Permit shall include an application fee in the amount specified in the Fees Bylaw;
 - c) the Engineer may require that the Permit holder provide additional information authorized by this Bylaw as a pre-condition to considering an application for a Permit renewal or modification; and
 - d) all terms and conditions set out in the original Permit shall apply to each renewal or modification of the permit except as expressly amended or modified by the renewal or modification.
- 9.2 In considering an application for renewal or modification of a Permit, the Engineer may require that the Applicant provide additional information as authorized by this Bylaw.
- 9.3 All terms and conditions set out in the original Permit shall apply to each renewal or modification of the permit, except as expressly amended or modified with the approval of the Engineer.
- 9.4 In the event of a change in lot ownership, the permit may be transferred to the new owner, provided an application to amend the existing permit has been submitted. Every application to amend the Permit must include the following information: a transfer fee in the amount specified in the Fees Bylaw; confirmation that the Deposit and Site Clearing operations are to remain as approved by the Permit; and a current State of Title Certificate attesting to the change in ownership of the Parcel.
- 9.5 The owner of the Parcel must ensure each Permit is visibly displayed in a protected, accessible, and conspicuous position on the lands for which the permit has been issued and shall be made available to the Engineer upon request.
- 9.6 The owner of the Parcel must ensure that accurate and up-to-date records of the progress of the Deposit or Site Clearing operation are made and kept, sufficient to show compliance with the provisions of this Bylaw and the associated Permit, and that such records shall be made available to the Engineer upon request.

10. Regulations

- 10.1 Every person who undertakes a Deposit, or Site Clearing operation, or causes, suffers, or permits a Deposit or Site Clearing operation to be undertaken, shall

comply with every Permit issued under this Bylaw, and is subject to the observance or fulfilment of the requirements, restrictions and regulations set out in Schedule "A" of this Bylaw.

11. Right of Entry for Inspection

- 11.1 The Engineer is hereby authorized at all reasonable times to enter upon and inspect any lands to determine whether the requirements, restrictions, regulations, terms, conditions, and directions of this Bylaw or associated Permit are being observed.
- 11.2 No person shall prevent or obstruct, or attempt to prevent or obstruct the Engineer from entering upon lands as authorized by Section 11.1.

12. Notice of Non-compliance

- 12.1 If the Engineer considers that a Deposit or Site Clearing operation is being carried out in contravention of this Bylaw or of a Permit issued under this Bylaw, the Engineer may, by written notice delivered to the Parcel owner or occupant or any person who is apparently engaged in or responsible for the operation, order the work to cease until such time as the Engineer is satisfied that it will or can progress in compliance with the Bylaw and Permit. The notice may include restrictions, conditions, requirements, or measures that must be met for the work to recommence, and may set out a time frame for compliance.
- 12.2 A person receiving a notice referred to in Section 12.1, shall immediately cease and cause to be ceased all Deposit or Site Clearing operations and related activities until the Engineer has indicated in writing that the work may recommence, and in that case the work may only recommence in compliance with this Bylaw, the Permit, and any restrictions, conditions, requirements or measures identified in the notice by the Engineer.

13. Failure to Remedy Non-compliance

- 13.1 In the event that a person having received notice of breach fails within the time specified in the notice to remedy such breach or otherwise continues to breach any provision of this Bylaw or any permit issued under this Bylaw:
 - a) the City or its appointed agents and contractors may enter upon the lands, or any part thereof, and carry out such works as may be required to remedy the breach, and the owner of the Parcel shall be responsible to pay the actual costs incurred by the City of remedying the breach, which costs shall be due and owing within 30 days of the City's invoice being delivered;
 - b) where the City's invoice remains unpaid after 30 days, the City may deduct the cost of such works from the security deposit referred to in paragraph 6.1 of this Bylaw; and
 - c) where funds deposited as security are not sufficient to cover the costs incurred by the City for remediation, the City may recover the costs, or any part of the costs, as a debt owing to the City, and without limitation, any

amount that is unpaid as of December 31st in the same manner as for property taxes.

14. Suspension or Cancellation of Permit

14.1 If the Engineer considers that any part of this Bylaw or a Permit issued under this Bylaw has been contravened, or that a permit was issued under this Bylaw on the basis of false or misleading statements made in the permit application or a report, declaration, or record required under this Bylaw, or considers that a material fact was omitted in the application, the Engineer may:

- a) suspend in whole or in part the rights of the permit holder under the Permit;
- b) cancel the Permit; or
- c) amend or attach new conditions to a Permit.

15. Removal of Preload

15.1 The Applicant is required to provide the Project Engineer's certification that removal of the Preload is appropriate, and must provide the Engineer a copy of such certification prior to Preload removal.

16. Offences and Penalties

16.1 Any person who contravenes or violates any provision of this Bylaw or of any Permit issued under this Bylaw, or who suffers or allows any act or thing to be done in contravention or violation of this Bylaw or any Permit issued under this Bylaw, or who fails or neglects to do anything required to be done under this Bylaw or any Permit issued under this bylaw, commits an offence and, upon conviction, may be liable to a fine of not more than \$10,000.00 and where the offence is a continuing one, each day that the offence is continued shall constitute a separate offence.

Read a first time this 8th day of Sept, 2015

Read a second time this 8th day of Sept, 2015

Read a third time this 8th day of Sept, 2015

Adopted this _____ day of _____, 2015

M. E. Clay
Mayor

D. Shermer
Corporate Officer

I hereby certify that the above is a true copy of Bylaw No. 3012 of the City of Port Moody.

D. Shermer
Corporate Officer



City of Port Moody

Bylaw No. 3023

A Bylaw to amend City of Port Moody Fees Bylaw, 2014, No. 2987, to align with Site Alteration Bylaw No. 3012, 2015.

The Council of the City of Port Moody enacts as follows:

1. Citation

1.1 This Bylaw may be cited as City of Port Moody Fees Bylaw, 2014, No. 2987, Amendment Bylaw No. 6, 2015, No. 3023

2. Amendment

2.1 City of Port Moody Fees Bylaw, 2014, No. 2987 is amended by adding the following fee under "Engineering Fees" on Page 16:

Site Alteration Permit: \$500.00 plus \$0.50 per cubic metre

3. Severability

3.1 If a portion of this Bylaw is found invalid by a court, it will be severed and the remainder of the Bylaw will remain in effect.

Read a first time this 8th day of September, 2015

Read a second time this 8th day of September, 2015

Read a third time this 8th day of September, 2015

Adopted this ___ day of _____, 2015

M. E. Clay
Mayor

D. Shermer
Corporate Officer

I hereby certify that the above is a true copy of Bylaw No. 3023 of the City of Port Moody.

D. Shermer
Corporate Officer



City of Port Moody

Bylaw No. 3020

A Bylaw to provide for exemption from taxation for 2016.

The Council of the City of Port Moody enacts as follows:

1. Citation

1.1 This Bylaw may be cited as City of Port Moody Tax Exemption Bylaw, 2015, No. 3020

2. Lands to be Exempted

2.1 The following described lands and buildings or portions of buildings situated thereon be exempt from taxation for the year 2016 as long as the respective titles to the said lands are registered in the name of the religious organization/non-profit organization or, the property or a portion of the property is occupied by a religious organization/non-profit organization as tenant or licensee for the purposes of public worship, or of the non-profit organization in each case named and provided that the lands, buildings, or portions of buildings thereon continue to be used for the purpose for which tax exemption has been granted:

Churches Exempted Under Sections 224

- | | | |
|-------|--|--|
| 2.1.1 | Lot A, Block 11, Plan EPP29530, District Lot 201, New Westminster Group 1 Land District (Folio No. 03161-000) | The B.C. Conference of the Mennonite Brethren Churches
• 2622 St. Johns Street |
| 2.1.2 | Lot 16, Block 25, Plan 24771, District Lot 201, New Westminster Group 1 Land District (Folio No. 03350-002) | The Roman Catholic Archbishop of Vancouver – St. Joseph's Catholic Church
• 148 Moody Street |
| 2.1.3 | The East 1/2 of Lot 24 and Lots 25, 26 and 27, Block 1, Plan 55, District Lot 202, New Westminster Group 1 Land District (Folio No. 04023-001) | The Trustees of St. Andrews Congregation of the United Church of Canada
• 2318 St. Johns Street |
| 2.1.4 | Lot 1 and Lot 21, Township 39, Government Reserve lying between D.L. 226 & 256, Plan 15859, New Westminster Group 1 Land District (Folio No. 08947-001, 08958-001) | The Trustees of St. Andrews Congregation of the United Church of Canada
• 1790, 1796 Ioco Road |

Churches Exempted Under Sections 224 (cont)

- | | | |
|-------|--|---|
| 2.1.5 | Parcel A, D.L. 202, Plan LMP26284, New Westminster Group 1 Land District
(Folio No. 04086-001) | Parish of St John the Apostle, Port Moody
• 2206 St. Johns Street |
| 2.1.6 | Lot 112, DL 190, Plan 57529 and Lot A DL190, Plan 51504, New Westminster Group 1 Land District
(Folio No. 02103-006, 02107-001) | His Highness Prince Aga Khan Shia Imami Ismaili Council (Tenants)
Churchill Ventures Inc. (Owner)
• 3121, 3127 St. Johns Street |

Others Exempted under Section 224

- | | | |
|--------|---|--|
| 2.1.7 | Lot 29, D.L. 190, Plan 12584, New Westminster Group 1 Land District
(Folio No. 02050-000) | Simon Fraser Society for Community Living
• 3041 St. George Street |
| 2.1.8 | Lot 55, D.L. 201, Plan 55698, New Westminster District, Group 1 Land District
(Folio No. 03053-000) | Port Moody Heritage Society (Tenants)
City of Port Moody (Owner)
• C.P.R. Station Museum, 2734 Murray Street |
| 2.1.9 | Lot 69, D.L. 191, Plan 62165, New Westminster Group 1 Land District
(Folio No. 02089-010) | Port Moody Ecological Society
Salmon Hatchery,
• 300 loco Road |
| 2.1.10 | Lot 41, D.L. 201, (Except Plan 43621), Plan 34733, New Westminster Group 1 Land District
(Folio No. 03351-000) | Port Moody Senior Housing Society
• 2909 Hope Street |
| 2.1.11 | Lot 5-9, Block 15, D.L. 201, Plan 72, New Westminster District Group 1 Land District
(Folio No. 03219-001) | Port Moody Arts Centre Society (Tenants) / City of Port Moody (Owner)
• 2425 St. Johns Street |
| 2.1.12 | Lot 1, Plan EPP50055, District Lot 201, New Westminster District Group 1
(Folio No. 03151-501) | Royal Canadian Legion Port Moody Branch #119
• 2513 Clarke Street |
| 2.1.13 | Lot 2, Plan 45188, New Westminster District portion of Lot C SE ¼ Sec 25 TWP 39 PL 81906
(Folio No. 16712-000) | Association of Neighbourhood Houses of British Columbia (Tenants)
Greater Vancouver Regional District (Owner)
• Sasamat Outdoor Centre |
| 2.1.14 | Lot 28, Block 1, Plan NWP55, District Lot 202, New Westminster District
(Folio 04027-000) | Community Ventures Society
• 2322 St. Johns Street |

Others Exempted under Section 224 (cont)

- 2.1.15 New Westminster District, Section 18, City of Port Moody (Occupier)
Township 39 Parcel C, (226748E) • 115 First Street
(Folio 08977-020)

3. Severability

3.1 If a portion of this Bylaw is found invalid by a court, it will be severed and the remainder of the Bylaw will remain in effect.

Read a first time this __ day of _____, 2015.

Read a second time this __ day of _____, 2015.

Read a third time this __ day of _____, 2015.

Adopted this __ day of _____, 2015.

M.E. Clay
Mayor

D. Shermer
Corporate Officer

I hereby certify that the above is a true copy of Bylaw No. 3020 of the City of Port Moody.

Dorothy Shermer
Corporate Officer

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City of Port Moody

Report/Recommendation to Council

Date: September 21, 2015

File No. 3900-136

Submitted by: Development Services Department – Planning Division

Subject: Site Alteration Bylaw – Amendment to Municipal Ticket Information
Utilization Bylaw

Purpose / Introduction

To bring forward an amendment to the Municipal Ticket Information Utilization (MTIU) Bylaw in order to establish fine amounts related to the Site Alteration Bylaw.

Recommended Resolution

THAT Municipal Ticket Information Utilization Bylaw No. 2011, No. 2896, Amendment Bylaw No. 5, 2015, No. 3029 (Site Alteration Bylaw), be read a first, second, and third time as recommended in the report dated September 21, 2015 from Development Services Department – Planning Division.

Background

At the September 8, 2015 Regular Council meeting, the following resolutions were passed:

THAT Site Alteration Bylaw No. 3012, 2015, be read a first, second, and third time as recommended in the report dated August 31, 2015 from Development Services Department – Planning Division regarding Site Alteration Bylaw;

AND THAT Fees Bylaw, 2014, No. 2987, Amendment Bylaw No. 6, 2015, No. 3023, be read a first, second, and third time as recommended in the report dated August 31, 2015 from Development Services Department – Planning Division regarding Site Alteration Bylaw.

As the Site Alteration Bylaw references the ability of the City to levy fines, an amendment to the MTIU Bylaw is required to establish fine amounts.

Discussion

Section 16 – Offences and Penalties, of the Site Alteration Bylaw, states the following in relation to the ability of the City to levy fines:

“Any person who contravenes or violates any provision of this Bylaw or of any Permit issued under this Bylaw, or who suffers or allows any act or thing to be done in contravention or violation of this Bylaw or any Permit issued under this Bylaw, or who fails

Report/Recommendation to Council

Site Alteration Bylaw – Amendment to Municipal Ticket Information Utilization Bylaw

September 21, 2015

or neglects to do anything required to be done under this Bylaw or any Permit issued under this bylaw, commits an offence and, upon conviction, may be liable to a fine of not more than \$10,000.00 and where the offence is a continuing one, each day that the offence is continued shall constitute a separate offence”.

The proposed amendment to the MTIU Bylaw (**Attachment 1**) is to establish fine amounts associated with contraventions of the Site Alteration Bylaw. Changes are proposed to the following sections of the Bylaw:

- Schedule 1: Addition of the Site Alteration Bylaw to the list of designated bylaws;
- Schedule 1: Addition of the Bylaw Enforcement Officer and the General Manager of Engineering as the Designated Bylaw Enforcement Officers; and
- Schedule 28: Addition of a new schedule for the Site Alteration Bylaw, to include Description, Section, and associated Fines.

Fines would be levied for the following:

- | | |
|---|----------|
| • Undertake Soil Deposit or Site Clearing operations without a permit or in contravention of a permit | \$400.00 |
| • Fail to allow entry for inspection | \$200.00 |

As set out in the Site Alteration Bylaw, under Section 263 of the *Community Charter*, the City does have the ability to issue fines of up to \$10,000.00 should this be necessary.

Other Options

THAT Municipal Ticket Information Utilization Bylaw No. 2011, No. 2896, Amendment Bylaw No. 5, 2015, No. 3029 (Site Alteration Bylaw), not be read a first, second, and third time.

Financial Implications

The proposed fine amounts set out in the MTIU Amendment Bylaw are designed to ensure permits are applied for and observed, and to cover the cost of staff time associated with the enforcement process.

Communications / Civic Engagement

There is no external consultation associated with development of this Bylaw.

Council Strategic Plan Objectives

The proposed MTIU Bylaw Amendment is associated with the Site Alteration Bylaw, which is in keeping with the 2015-2018 Council Strategic Plan priority of Community Planning, and is related to the review and update of single detached dwelling size, siting, and set-back regulations.

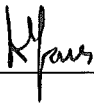

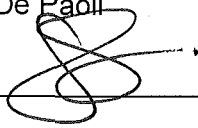
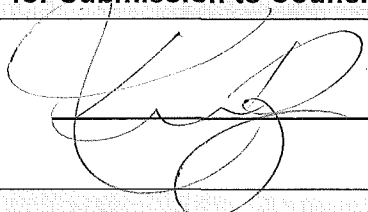

Attachments:

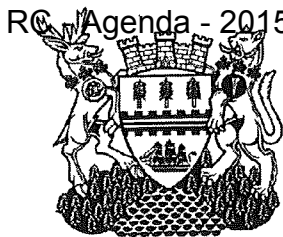
1. Draft Municipal Ticket Information Utilization Amendment Bylaw No. 3029, 2015.

Report/Recommendation to Council

Site Alteration Bylaw – Amendment to Municipal Ticket Information Utilization Bylaw

September 21, 2015

Prepared by:	Reviewed by:
 <hr/> Kevin Jones Planner	 <hr/> Supervisor (initials): Mary De Paoli  <hr/> Department Head (initials): James Stiver
Reviewed for Form and Content / Approved for Submission to Council:	
City Manager's Comment/Concurrence  <hr/> City Manager	
Corporate Review	
Development Services (Building, Bylaws & Licensing)	Initials 
For Committee of the Whole Reports. To be completed by Legislative Services. <input type="checkbox"/> Refer to Regular Council as recommended. <input type="checkbox"/> Refer to Regular Council with amendments as discussed. <input type="checkbox"/> Direct staff to prepare new report for Committee of the Whole. <input type="checkbox"/> Receive for information.	



City of Port Moody

Bylaw No. 3029

A Bylaw to amend City of Port Moody Municipal Ticket Information Utilization Bylaw, 2011, No. 2896 to align with Bylaw No. 3012, that being the Site Alteration Bylaw.

The Council of the City of Port Moody enacts as follows:

1. Citation

1.1 This Bylaw may be cited as City of Port Moody Municipal Ticket Information Utilization Bylaw, 2011, No. 2896, Amendment No. 5, 2015, No. 3029

2. Amendments

Bylaw No. 2896, 2011, Municipal Ticket Information Utilization Bylaw is amended by:

2.1 adding the following text to Schedule 1:

Site Alteration Bylaw No. 3012

- Bylaw Enforcement Officer
- General Manager of Engineering

2.2 adding Schedule 28 to include the following:

Schedule 28

Site Alteration Bylaw No. 2961	Section	Fine
Undertake Soil Deposit or Site Clearing operations without a permit or in contravention of a permit	3, 4, 5, 9, 10, 12, 13, 14, 15, 16	\$400.00
Fail to allow entry for inspection	11	\$200.00

3. Severability

3.1 If a portion of this Bylaw is found to be invalid by a court, it will be severed and the remainder of the Bylaw will remain in effect.

Read a first time this ____ day of _____, 2015

Read a second time this ____ day of _____, 2015

Read a third time this ____ day of _____, 2015

Adopted this ____ day of _____, 2015

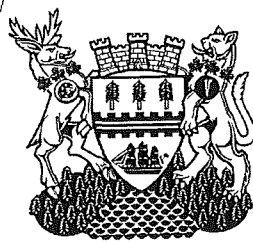
M.E. Clay
Mayor

D. Shermer
Corporate Officer

I hereby certify that the above is a true copy of Bylaw No. 3029 of the City of Port Moody.

D. Shermer
Corporate Officer

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City of Port Moody

Report/Recommendation to Council

Date: September 17, 2015

File No. 18-7810-20

Submitted by: Community Services Department – Cultural Services Division

Subject: Delegation Request – Ribfest

Purpose / Introduction

To provide Council with an overview of the 2015 Ribfest event and anticipated costs to support the event in 2016.

Recommended Resolution

THAT the report dated September 17, 2015 from Community Services Department – Cultural Services regarding Delegation Request – Ribfest be received for information.

Background

2015 was the inaugural year for the Port Moody Ribfest event organized by the Rotary Club of Port Moody. Council approved \$31,500 in funding for this event in 2015 as follows:

In-Kind Support Requested	Approved Budget
Portable toilets, waste collection, and grey water removal	\$8,400
Staff (site preparation, litter picking, washroom cleaning, site clean-up)	\$8,500
Policing	\$11,500
Staff time leading up to event	\$1,300
Contingency	\$1,800
Total	\$31,500

Discussion

Staff met with members of the Rotary Club after Ribfest to discuss all aspects of the event and improvements that should be made to support a successful event in 2016.

The Rotary Club has indicated that their plans for Ribfest 2016 will largely remain the same with the following anticipated changes:

- Expansion and relocation of the kids zone to the east side of the stage closer to the water park;
- An expanded beverage garden; and

Report/Recommendation to Council

Delegation Request – Ribfest

September 17, 2015

- Extending the event to finish at 9:30pm rather than 9:00pm (the intention is to still have the event finish within daylight hours).

The Port Moody Police have no concerns with the anticipated expansion of the beverage garden or the extended operating hours. They felt that their level of presence in the Park was appropriate for 2015 and will provide the same level of service in 2016.

In 2015, staff took a very cautious approach to developing a budget to support Ribfest and are pleased to report that the event was under budget. That being said, with an anticipated increase in participation in 2016 and longer operating hours, staff are expecting increased costs for grey water removal, waste collection, litter picking, staffing and policing.

Ribfest generated a very large amount of grey water as a result of food preparation and dish washing, which is costly and challenging to remove. Staff are currently exploring the possibility of diverting grey water directly into the sanitary sewer, which would reduce/remove the need to bring a pumper truck onto the site multiple times per day to empty the grey water tanks. Grey water diversion would prove to be less disruptive to the event and should be able to be accommodated within the proposed budget.

At this year's event, staff were very successful in collecting corn husks as organic waste and beverage cups as recyclables. Corn husk waste was collected by a contractor and recyclables were collected by staff and brought back to the Works Yard for proper disposal. Organic waste bins were brought back to the Works Yard for disposal; however, the majority of organic waste bins were found to be cross contaminated with non-organic items.

The greatest barrier to the collection of food waste continues to be cross contamination. Once cross contaminated, food waste is processed as garbage as opposed to being processed as organic waste. Although, it's clear that the public wants to do the right thing, a big source of confusion is around the use of Styrofoam containers and plates. Styrofoam has a recyclable symbol on it so it makes sense to the majority of people that it would go into the food bin once soiled with food. Styrofoam is not recyclable in our area and forces the cross contaminated organic waste to be disposed of as garbage.

To maximize the diversion of organic waste, staff suggest the following practices for special events where food and beverages are being served to the public:

- All food to be served on materials that can be placed into organic waste bins. Plastic forks can continue to be placed in the recyclable waste bins;
- Only Complete waste stations be provided that co-locate bins for: organics, recyclables, returnable containers, and garbage; and
- Each station should have custom signage with images of products being used, indicating which receptacle they should be placed in.

Should Council wish to consider these suggestions regarding waste diversion, staff could be directed to report back on the cost of implementing such a program.

Report/Recommendation to Council

Delegation Request – Ribfest

September 17, 2015

The anticipated cost to support Ribfest in 2016 is as follows:

Item	2015 budget	2015 actual	2016 anticipated
Portable toilets, grey water service, and waste collection	\$8,400	\$5,900	\$11,750
Staff for site preparation (marking the grass for tent stakes to avoid damage to the irrigation lines, etc), litter picking, washroom cleaning, and site clean-up	\$8,500	\$6,600	\$12,600
Policing	\$11,500	\$9,900	\$11,000
Staff time leading up to event	\$1,300	Not Charged	Minimal
Bleacher	\$0	charged to another account	\$800
Contingency	\$1,800	Not Required in 2015	\$1,550
Totals	\$31,500	\$22,400	\$37,700

Note: the cost for grey water services was lower than quoted in 2015; however, costs are expected to be higher in 2016 due to longer operating hours and increased attendance at the event.

Some suggested options for supporting Ribfest in 2016 have been identified in the *Other Options* section below.

Other Options

Council may wish to consider different funding models for Ribfest in 2016. These options are:

- Provide funding to a maximum amount of \$37,700 with additional costs being covered by the Rotary;
- Provide funding to a maximum amount other than \$37,000, as a cost sharing initiative with the Rotary Club of Port Moody;
- Provide all services using a cost recovery model; or
- Not provide any funding for the 2016 event.

Council may also wish to direct staff to explore the costs of food waste diversion and removal.

Financial Implications

For 2015, the support for Ribfest was funded from the Council Strategic Reserve.

The funding of the 2016 event at a cost of \$37,700 could be referred to the Finance Committee for identification of a funding source.

Report/Recommendation to Council

Delegation Request – Ribfest

September 17, 2015





Additional funds would be required to implement an effective organics, recyclables, returnable container, and garbage waste removal process.

Communications / Civic Engagement

Not required.

Council Strategic Plan Objectives

The Ribfest event supports the Council Strategic Goal of advanced importance of arts, culture and learning.

Prepared by:	Reviewed by:				
 Devin Jain Manager of Cultural Services	 Department Head (<i>initials</i>): Ron Higo				
Reviewed for Form and Content / Approved for Submission to Council:					
City Manager's Comment/Concurrence  City Manager					
Corporate Review Engineering and Parks Services (Engineering, Parks, Operations) Financial Services	Initials 				
For Committee of the Whole Reports. To be completed by Legislative Services. <table><tr><td><input type="checkbox"/> Refer to Regular Council as recommended.</td><td><input type="checkbox"/> Refer to Regular Council with amendments as discussed.</td><td><input type="checkbox"/> Direct staff to prepare new report for Committee of the Whole.</td><td><input type="checkbox"/> Receive for information.</td></tr></table>		<input type="checkbox"/> Refer to Regular Council as recommended.	<input type="checkbox"/> Refer to Regular Council with amendments as discussed.	<input type="checkbox"/> Direct staff to prepare new report for Committee of the Whole.	<input type="checkbox"/> Receive for information.
<input type="checkbox"/> Refer to Regular Council as recommended.	<input type="checkbox"/> Refer to Regular Council with amendments as discussed.	<input type="checkbox"/> Direct staff to prepare new report for Committee of the Whole.	<input type="checkbox"/> Receive for information.		

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From: Ian MacPhail

Sent: September-24-15 9:15 AM

To: Mike Clay Rick Glumac; Zoe Royer; PCT Port Moody; Meghan Lahti; Robert Vagramov; Barbara Junker

Cc: Trudy Gallant; Alan Schmelzel; Dorothy Shermer

Subject: Ribfest 2016 - Rotary Club of Port Moody Supplemental Informaton

Dear Mr. Mayor & Council,

We were appreciative of your time and consideration at the council meeting of September 8th. In anticipation of your deliberations and opportunity to discuss any details or questions at greater length at the September 29th, 2015 council meeting please find attached information relating to the Rotary Club of Port Moody Ribfest including overall income and expense as well as where the money has been disbursed so far.

In support of our efforts the Rotary Club of Port Moody board has also provided an outline or who we are as an organization, what we are about and what we have done and continue to do for the City of Port Moody.

Ribfest 2015 was an outstanding community event with tremendous reviews; an event that brought great excitement and positive exposure to the City of Port Moody, its environs and the business community within it. We would very much like to continue to work with you to build on that positive energy and any synergistic events that help to build the community and City of Port Moody. We hope you agree.

We look forward to hearing from you and ultimately to the potential of growing together.

Kindest regards,

Ian MacPhail / Alan Schmelzel

Co-Chairs Ribfest 2016 Committee

& the Rotary Club of Port Moody

CC: Trudy Gallant

Rotary Club of Port Moody

ROTARY CLUB OF PORT MOODY

RIBFEST 2016

OBJECTIVE

To organize an event that is community based, has the potential to raise funds to be applied to Port Moody organizations by the Rotary Club of Port Moody.

(Please see Rotary Club of Port Moody: Who, What, Why)

WHATE ARE WE ASKING CITY FOR:

To provide an extension of services provided at Rocky Point Park commensurate with a rib & music festival hosting approximately 40,000 people over 3 days (July 22-24, 2016) in the following areas:

- 1) Portable Toilets
- 2) Grey water removal
- 3) Police coverage & support for event
- 4) Waste/ recycle collection & removal

WHAT WILL ROTARY PROVIDE:

- Chair and organize all committees responsible for planning and executing Ribfest
- Manage logistics and finances associated with all aspects of Ribfest with assistance and in kind support from the city of Port Moody in: waste collection & removal, share cost of grey water disposal, portable toilets, & police support.
- Support private security for beer gardens and night watch
- Management and coordination with city of Port Moody in all set up and clean-up activities

WHY SHOULD CITY ASSIST WITH IN KIND SUPPORT:

- Rotary Club of Port Moody is a not for profit organization who's service club oriented mandate is to support the community through volunteer work & financial support for community projects.
- An opportunity to partner with a successful event to maximize and or expand exposure for the City of Port Moody and its respective businesses.
- Return on investment to community is outstanding (Ribfest 2015 was approximately 1.80)

RIBFEST 2015 by the numbers:

Ribfest 2015 Income Summary

Income	297,850
Expenses	<u>240,995</u>
Net Income	<u>56,855</u>

Ribfest 2015 Disbursement of Funds

Camp Jubilee	17,166
Port Moody HPL Soccer Team	2,500
Tri-cities Rotaract	7,500
Rocky Point Sailing Club	1,000
Eagle Ridge Manor	12,000
<u>TOTAL</u>	<u>\$ 32,666</u>

Funds to be allocated to appropriate projects in Port Moody - \$ 24,189

Ribfest 2016 Proposed Changes

- Expand grounds to accommodate expected increase in attendance so that Kids Zone encompasses area below the water park
- Extend hours to include 11 am – 9:30 pm
- Enlarge family and adult beverage gardens to include approximately 250 and 1,000 patron respectively (final numbers yet to be decided in consultation with city subject to approval of Ribfest 2016 by City Council).

ROTARY CLUB OF PORT MOODY: WHO, WHAT, WHY?

The Rotary Club of Port Moody is a not for profit organization, chartered in November 1999 under Rotary International, an organization of 1.2 million members. There are Rotary Clubs all over the world. Our club is part of Rotary District 5050, with 60 clubs in the Lower Mainland of BC and northwest Washington. We follow the Constitution and Bylaws of Rotary International, when doing projects in either our local community or internationally.

Our club currently has 28 members, 27 of whom either live or work in Port Moody.

Our fundraising efforts include our signature **Search for the Perfect Pint**, which for the last 8 years, has brought hundreds of guests to the Port Moody City Hall's Galleria and has raised approximately \$160,000. We also partner with the City in an annual **Shred - A - Thon**. Our Club has also been involved for many years with the Rotary Fall Classic, a local charity golf tournament, but proceeds from **Rib Fest** are intended to replace that funding source for us.

All funds we raise go directly into our service projects...we take no administration fees and all of our own time and skills are given voluntarily.

Our motto is "**SERVICE ABOVE SELF.**"

Over the past 15 years we have participated in a large number of local projects, most of which are in support of our **youth, seniors and less advantaged community members**. Some examples follow on the next page:

ROTARY CLUB OF PORT MOODY PROJECTS:

Camp Jubilee – for the past 10 years we have annually paid for 30 Port Moody students, chosen by their home schools – a total financial commitment of over \$100,000. We have also sponsored students in a junior leadership capacity at the Camp.

Eagle Ridge Manor – over the past 15 years we have donated over \$170,000 through the Eagle Ridge Hospital Foundation. We also provide a monthly Pie Day, a reading program twice a month, and we decorate the Manor (inside and outside) for Christmas and host the annual Christmas Party for residents and their families.

RYLA - Youth Leadership Camp – we send 3 to 6 young adults (18 to 30 years of age) to a Rotary sponsored leadership camp each year.

YAIL – Youth Adventures in Leadership – 3 to 5 young leaders (ages 16 to 18) are sent to a 3 day long Rotary sponsored leadership camp each year.

Mossom Creek Hatchery – we donated over \$20,000 to help with the recent building reconstruction.

Rotary RRIPS (Rotary Removes Invasive Plant Species) –for the past three years, we have held a work project to rid invasive species in Moody Inlet. Over 200 cubic feet of invasive plant material has been collected. Our 4th RRIPS is scheduled for this coming October 3rd.

Adopt-a-Street- Heritage Mountain Boulevard – volunteers clean up the Boulevard once a month – so far approximately 96 hours of volunteer time have been contributed.

Inner Visions Recovery House – donated over \$10,000 and provide annual Christmas Chili lunch to residents in substance recovery.

Christmas Train – Raised over \$7,000 cash through sales of donated hot chocolate, as well as accepted donated food items which have been given to the local Share Food Bank.

Share Generous Hearts Food Drive – annually held at local grocery stores – raised thousands of pounds of food and over \$10,000 in cash donations.

Terry Fox Run – organized the first run in Port Moody and members have participated at the registration desk every year.

Hike for Hospice – Help with registration for the annual run. We have made significant financial contributions to the original capital campaign for the building of the Crossroad Hospice and more recently, to the creation of their Inspiration Garden.

Rotary Skate Board Park and Rotary Bike Trails Park – assisted financially and with “sweat equity”.

Port Moody Police Department – we recently donated \$3000 to the department to create a “soft interview” room. We have also partnered with the Department and a local business to refurbish unclaimed bicycles, which have then been donated to local school children. We also donated \$2000 in the past, to support a PMPD Youth Leadership Camp. The Club’s support was co-ordinated by a member who was a retired police officer himself.

Douglas College Bursary – Along with our fellow Tri Cities Rotary Clubs, we have contributed \$20,000 towards an annual bursary in the Nursing program and have recently committed to further financial support to the Amanda Todd Legacy Bursary in the Community Mental Health Worker program.

Adventures in Citizenship – we have sent 2 local students to Ottawa. This year a local student is going to Victoria to participate in Democracy in Action.

Dictionary Project: For several years, we distributed a new dictionary to every Grade 4 student in Port Moody.

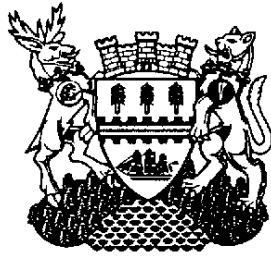
Links to Literacy sponsor: we have sponsored the golf tournament every year and sent golfers to participate. In past years, we have also partnered with local schools and the library to offer reading assistance, books and an introduction to the local library in several local schools.

Rotary Youth Exchange program— over the past 15 years we have sent 10 local students to participate in a year-long study abroad, helping to promote cultural exchanges and world understanding.

As of last Wednesday, September 23rd, 2015, the Club “launched” the City’s 3rd **Little Free Library**, handcrafted by local resident Walter Peachy and with assistance from the City, installed at the top of Old Orchard Park.

We are also **currently planning** for a donation of approximately \$15,000 to the **City’s Recreation Service’s Youth Programs**.

Members of Rotary also volunteer time as individuals in a number of other events and organizations within the local community. In addition to the above, Port Moody Rotarians have donated more than \$140,000 to **Rotary International Foundation**.



City of Port Moody

Minutes

Economic Development Committee

Minutes of the regular meeting of the Economic Development Committee held on Wednesday, June 3, 2015 in the Brovold Room.

Present

Councillor Diana Dilworth, Chair
Scott Barnicoat
Robert Charbonneau
Yvette Cuthbert
Keena Hicken-Gabberia
Roland Mitchell
Lincoln Penner
Aaron Robinson, Tri Cities Chamber of Commerce
Derek Wilson

Absent

Mayor Mike Clay, Vice-Chair (Regrets)
Adam Bird (Regrets)
Tannis Goddard (Regrets)
Moe Hamedani (Regrets)

In Attendance

Margot Davis, Manager of Sustainability
Mark Halpin, Transportation Planner (left at 7:12pm)
Tracey Takahashi, Legislative Services and Committee Coordinator

1. Call to Order

Call to Order

1.1 Councillor Dilworth called the meeting to order at 7:00pm.

Adoption of the Agenda

1.2 EDC15/008
Moved, seconded and CARRIED
THAT the agenda of the Economic Development Committee meeting held Wednesday, June 3, 2015 be amended by adding "Master Transportation Plan" as item 4.0 under New Business;

AND THAT the agenda of the Economic Development Committee meeting held Wednesday, June 3, 2015 be adopted as amended.

2. Approval of Previous Minutes

Minutes

2.1 EDC15/009

Moved, seconded and CARRIED

THAT the minutes of the Economic Development Committee meeting held Wednesday, May 6, 2015 be adopted as circulated.

The agenda was reordered to address item 4.0 at this point.

Master Transportation Plan

- 4.0 Mark Halpin, Transportation Planner, provided a brief overview of the Master Transportation Plan process, noting that a representative of the Economic Development Committee is needed on the Public Advisory Committee (PAC). Mr. Halpin noted that the PAC will meet three times to provide input and feedback at various stages in the process, and that the first meeting of the PAC is set for Monday, June 15, 2015 at 6:00-8:00pm in the 3rd floor Training Room at Fire Hall No. 1.

EDC15/010

Moved, seconded and CARRIED

THAT Lincoln Penner and Keena Hicken-Gaberria represent the Economic Development Committee on the TransPort Moody Public Advisory Committee.

The agenda order was resumed at this point.

3. Unfinished Business

Council Update

- 3.1 Councillor Dilworth reported that Council has adopted its 2015-2018 Strategic Plan. Staff noted that the Terms of Reference for planning a Mayor's Business Roundtable event have been issued and further discussion will take place with the Economic Development Committee during the July meeting.

Spike Awards Plan

- 3.2 Staff distributed copies of a general program outline that has been used in past Spike Awards events for information and discussion. It was noted that there may be an opportunity to do something special during the event this year to commemorate the 10th anniversary of the Awards. Suggestions included:
- 10-year retrospective presentation instead of a featured speaker;
 - Recognition of businesses that have been operating in the City more than 10 years;
 - Recognition of the first Spike Award winners;
 - Trade fair or exhibit opportunity in the Galleria featuring business associations such as Shop Port Moody, Chamber of Commerce, Newport Village, Suter Brook, Moody Centre;
 - Networking session will be left as a natural networking

- opportunity rather than a forced networking session; and
- Possible addition of entertainment after the ceremony to allow more networking.

Discussion ensued with regard to the award categories. It was agreed that the Technology and Innovation and Environmental Sustainability categories should remain separate, but should be reworded as follows:

- Technology and Innovation – This business showcases innovation through its use of technology and/or other areas such as business vision, employee engagement and/or product delivery.
- Environmental Leadership – This business is committed to meeting the needs of future generations with their environmental best practices.

Discussion ensued with regard to the addition of a Community Spirit award category. Staff will bring back possible wording suggestions for consideration.

It was agreed that the wording for the Home Based Business category should be reviewed. Staff will bring back some wording options for consideration.

Tourism Report Review

- 3.3 Report: Councillor Diana Dilworth, Economic Development Committee Chair, dated May 26, 2015
File: 0360-20-03

Councillor Dilworth reported that the Tourism Subcommittee Report had been unanimously approved at the Committee of the Whole meeting of June 2, 2015.

4. New Business

Council Strategic Plan

- 4.1 2015-2018 Council Strategic Plan
File: 07-2737-02

Councillor Dilworth provided a brief overview of the 2015-2018 Council Strategic Plan for the committee's information.

Official Community Plan – Economic Policies Review

- 4.2 Link: <http://www.portmoody.ca/index.aspx?page=313>

Staff provided a brief overview of the economic policies contained in the Official Community Plan (OCP), noting that the OCP is a long-range (30 years) high-level guide that is meant to provide overarching direction for the City as opposed to specific details. It was noted that the OCP is reviewed approximately every five years.

5. Information

**Updated Monthly
Work Plan**

- 5.1 Councillor Dilworth provided a brief overview of upcoming agenda items. It was agreed that Council's expected discussion and decision on food trucks in Port Moody will be added to an upcoming agenda.

Roundtable

- 5.2 Committee members reported on their upcoming events and activities, including the following:
- Shop Hop Event will be held on June 13, 2015; Shop Local bags containing a variety of items from local shops will be given away to the first 250 customers (www.shoplocalportmoody.ca);
 - Chamber of Commerce annual golf tournament will be held on June 10, 2015 at Westwood Plateau Golf Course;
 - Pacific Coast Terminals held a grand opening for its new potash facility on June 2, 2015.

6. Adjournment

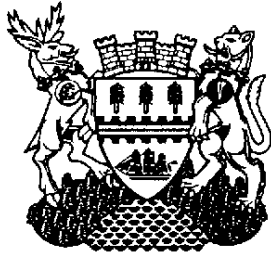
Councillor Dilworth adjourned the meeting at 8:05pm.



Councillor Diana Dilworth,
Chair



Tracey Takahashi,
Committee Coordinator



City of Port Moody

Minutes

Community Care Committee

Minutes of the regular meeting of the Community Care Committee meeting held on Monday, June 8, 2015 in the Brovold Room.

Present

Councillor Diana Dilworth, Chair
 Jean Donaldson
 John Grasty
 Ann Hulbert
 Saeed Jafaei
 Darlene Kasuya
 Brooke Lewis
 Samantha-Julia Thokle
 Michi Tsurumi

Absent

Councillor Meghan Lahti, Vice Chair (Regrets)
 Ruth Cox (Regrets)
 Katarina Edwards (Regrets)

In Attendance

Mary De Paoli, Manager of Planning
 Tracey Takahashi, Legislative Services & Committee Coordinator

1. Call to Order

Call to Order

1.1 Councillor Dilworth called the meeting to order at 7:00pm.

Adoption of the Agenda

1.2 CCC15/008
 Moved, seconded, and CARRIED
THAT the agenda of the Community Care Committee meeting held Monday, June 8, 2015 be amended by adding "Master Transportation Plan" as item 4.0 under New Business;

AND THAT the agenda of the Economic Development Committee meeting held Monday, June 8, 2015 be adopted as amended.

2. Approval of Previous Minutes

Minutes

2.1 CCC15/009
 Moved, seconded, and CARRIED
THAT the minutes of the regular meeting of the Community Care Committee held on Monday, April 13, 2015 be adopted.

	3. Unfinished Business
Council Update	3.1 No update.
	4. New Business
Master Transportation Plan	<p>4.0 Staff provided a brief overview of the Master Transportation Plan process, noting that a representative of the Community Care Committee is needed on the Public Advisory Committee (PAC). It was noted that the PAC will meet three times to provide input and feedback at various stages in the process, and that the first meeting of the PAC is set for Wednesday, June 24, 2015 at 6:00-8:00pm in the 3rd floor Training Room at Fire Hall No. 1.</p> <p><u>CCC15/010</u> Moved, seconded, and CARRIED THAT Saeed Jafaei and Darlene Kasuya represent the Community Care Committee on the TransPort Moody Public Advisory Committee.</p>
Seniors Focus Committee – Draft Terms of Reference	<p>4.1 Draft Terms of Reference – Seniors Focus Committee File: 01-0360-20-53</p> <p>Councillor Dilworth provided an overview of the draft Terms of Reference as included in the agenda. General discussion ensued.</p> <p><u>CCC15/011</u> Moved, seconded, and CARRIED THAT the draft Terms of Reference for the Seniors Focus Committee be endorsed, with further articulation of Sections 100 through 104 of the <i>Community Charter</i>, and forwarded to Council for adoption.</p>
May Field Trip – Follow-up Discussion	<p>4.2 Councillor Dilworth provided an overview of the committee's field trip to Port Coquitlam and Coquitlam seniors centres in May 2015. A variety of photographs from the field trip were displayed for the benefit of members who had been unable to attend the field trip. Committee members provided their thoughts on what they had seen and heard during the field trip, and ideas on priorities for a future seniors centre in Port Moody, including the following:</p> <ul style="list-style-type: none"> • Future focus – modern and welcoming feel • Abundance of natural light is important • Flexible / adaptable space, multi-purpose rooms • Important to have a lot of storage space • Food service in central area – a place to socialize • Performance stage area • Individual programming / Diversity of programming • Ample parking space

- Collaboration with other facilities for membership – possible Tri-Cities membership
- Collaboration / Interaction with other groups – youth, volunteers
- Billiards room, crafts area, social area
- Outreach programs for seniors unable to attend the centre
- Furniture – think about people with mobility issues
- Single floor – no stairs
- Integrated programming to encompass all seniors age groups (e.g. 50+ vs 70s)
- Shower facilities needed if there is a gymnasium
- Senior friendly / accessible gym equipment
- Some kind of revenue generator for the facility (e.g. auxiliary store, sale of baked goods)
- Health and wellness seminars / information

Seniors Friendly Communities

4.3 This item was deferred to the July meeting.

Housing Demographics, Affordable Housing Strategy / Reserve

4.4 Report: Tri-Cities Housing Affordability Report 2013
File: 10-5080-02/2007

Staff reviewed the Tri-Cities Housing Affordability Report (April 2014), including the following items:

- Discussion of the meaning of “affordable housing” – housing is considered affordable when monthly housing costs (rent/mortgage, property fees, strata fees and heating costs) consume less than 30% of before tax household income.
- The median household income in Port Moody for 2010 was \$79,918, which is higher than in Coquitlam (\$67,787) and Port Coquitlam (\$72,563). By comparison, the 2011 median income in Metro Vancouver was \$63,000 – at this income, housing costs of \$1575 would be deemed affordable. While household income in Port Moody may be higher, so too are rental rates on average.
- It was noted that little new rental housing is being built by developers as the rental income generated is not considered to offer a reasonable rate of return for investors.
- The number of social housing units with expiring operating agreements and the concerns regarding the stability of these units was noted. Metro Vancouver is in the process of developing a Regional Affordable Housing Strategy and is aware of these concerns.
- The terms “in core need” housing and “in core need and spending at least half of household income on shelter - INAHLM” were discussed and the number of households in Port Moody that fall within these categories noted.

Some of the affordable housing related work currently being undertaken by staff was also discussed, including:

- Strata Conversion Policy
- Criteria/guidelines for the City's Affordable Housing Reserve Fund
- Tenant Relocation Policy
- Rental Replacement Policy

**Accessibility Needs
and Community
Spaces – Follow-up**

- 4.5 Report: Follow up on Accessibility Audit Action Items (2015)
File: 01-0360-20-02/Vol 01

Staff provided a brief overview of updated items contained in the report, noting that staff regularly check with the Manager of Facilities for updates on the various items. It was agreed that this item will be brought back in October for further updates and discussion prior to preparation of the committee's annual report.

5. Information

**Tri-Cities
Homelessness &
Housing Task
Group Minutes**

- 5.1 Minutes: Tri-Cities Homelessness & Housing Task Group, dated April 10, 2015
File: 01-0375-20-29

This item was provided for information only.

**Housing
Accessibility
Subcommittee
Minutes**

- 5.2 Minutes: Housing Accessibility Subcommittee, dated April 16 and April 23, 2015
File: 01-0360-20-02

This item was provided for information only.

**2015 Work Plan –
Update**

- 5.3 Attachment: 2015 Work Plan
File: 01-0360-20-02

It was agreed that the discussion of the Peter Hulbert Accessibility Award and presentation on the 2016 Seniors Games in Coquitlam would be moved up to the July meeting.

6. Adjournment

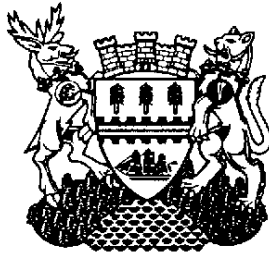
Councillor Dilworth adjourned the meeting at 8:50pm.



Councillor Diana Dilworth,
Chair



Tracey Takahashi,
Committee Coordinator



City of Port Moody

Minutes

Youth Focus Committee

Minutes of a regular meeting of the Youth Focus Committee held
on Wednesday, June 10, 2015 in the Brovold Room

Present

Amanda Masse, Chair
Ali Ahmadi
Khail Alibhai
Jeeyu Kim
Lakota Huffman
Yoojin Jung
Theoren Nesbitt
Amy Seo
Christine Seo
Tiffany Yep

Absent

Councillor Barbara Junker (Regrets)
Michelle Jun (Regrets)
Duncan Macrae (Regrets)
Cara Maltese (Regrets)
Rose Sheikh-Bahaie (Regrets)
Adam Virani (Regrets)

In Attendance

Jason Peura, Youth Leader / Staff Liaison
Corina Lefebvre, Youth Programmer
Tracey Takahashi, Legislative Services & Committee Coordinator

1. Call to Order

Call to Order

1.1 The Chair called meeting to order at 5:06pm.

2. Adoption of Agenda

Agenda

2.1 YFC15/010

Moved, seconded, and CARRIED

**THAT the agenda of the Youth Focus Committee meeting
held, Wednesday, June 10, 2015 be adopted.**

	<hr/>	3. Adoption of Previous Minutes	<hr/>
Minutes	3.1	<u>YFC15/013</u> Moved, seconded, and CARRIED THAT the minutes of the Youth Focus Committee meeting held Wednesday, May 13, 2015 be adopted as circulated.	
	4.	Unfinished Business	<hr/>
	5.	New Business	<hr/>
Clerical Support	5.1	Corina Lefebvre reported that Council has approved full clerical support for this committee. The committee Clerk provided an overview of the processes, including agenda preparation, deadlines, making motions, and conduct during meetings.	
Youth Scholarship Subcommittee and Selection Process / Schedule	5.2	Corina Lefebvre noted that the scholarship application is on the website with a deadline of June 15, 2015, and promotion materials have been provided to schools. It was noted that interview questions need to be prepared and the selection committee will need to go through applications once they are received. The hope is to wrap up the selection process by mid-July and make a presentation to the winners at a Council meeting. <u>YFC15/014</u> Moved, seconded, and CARRIED THAT the following members be appointed to the Youth Scholarship Subcommittee: <ul style="list-style-type: none">• Ali Ahmadi• Lakota Huffman• Amanda Masse• Christine Seo• Tiffany Yep	
Relay for Life Update	5.3	Ali Ahmadi provided an overview of the event, noting that the committee raised approximately \$450 for donation and the overall event raised approximately \$40,000. Tiffany Yep noted that she found the event to be inspiring, and she was particularly impressed by the Silent Walk to remember people that have been lost to cancer. She noted that approximately \$12 million has been raised over the 24 years that the event has been held.	
Summer Committee Meetings	5.4	Corina Lefebvre reviewed the committee meeting schedule, noting that no meeting will be held in July, and the next meeting is scheduled for September 9, 2015.	

Social Media Account

- 5.5 Tiffany Yep presented an idea about creating a social media account to document the committee's events and activities, noting that it would be nice to have a place where photos could be posted and shared for current and potential committee members to enjoy.

YFC15/015

Moved, seconded, and CARRIED

THAT staff investigate and report back with options regarding the creation of a social media account for the Youth Focus Committee to share information about events and activities.

2015 Work Plan Review – Next Focus

- 5.6 Amanda Masse provided an overview of the committee's activities so far this year. Discussion ensued regarding what the committee should look at next, including Band Showcase, Film Festival. It was agreed that staff would look at possible booking dates for the Inlet Theatre for a Band Showcase in October. Corina will get in touch with Michelle Jun to find out what she had in mind when she suggested a Film Festival and TED-X events.

Youth Representative on Master Transportation Plan Public Advisory Committee

- 5.7 Staff provided a brief overview of the Master Transportation Plan process, noting that a representative of the Youth Focus Committee is needed on the Public Advisory Committee (PAC). It was noted that the PAC will meet three times to provide input and feedback at various stages in the process, and that the first meeting of the PAC is set for Wednesday, June 24, 2015 at 6:00-8:00pm in the 3rd floor Training Room at Fire Hall No. 1.

YFC15/016

Moved, seconded, and CARRIED

THAT Ali Ahmadi and Jeeyu Kim represent the Youth Focus Committee on the TransPort Moody Public Advisory Committee.

6. Open Forum

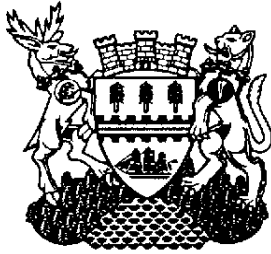
Roundtable

- 6.1 Corina Lefebvre announced that Jason Peura would be leaving the committee after June, 2015. She thanked him for his assistance and commitment to the group over the past year. Corina Lefebvre noted that the City is looking for volunteers for the Canada Day event at Rocky Point Park from 11am to 5pm. Lakota Huffman, Ali Ahmadi, Christine Seo, Tiffany Yep, and Amanda Masse volunteered to help. Corina will forward the email to these five members so they can get in touch with Chris Leon to confirm.

Jason Peura thanked the group for their participation in the car wash, noting that the event raised \$145. Jason Peura also noted that there is another volunteer opportunity for the upcoming Ribfest event at Rocky Point Park.

7. Adjournment

The meeting was adjourned at 6:09pm.



City of Port Moody

Minutes

Heritage Commission

Minutes of the regular meeting of the Heritage Commission held on Thursday, June 11, 2015 in the Brovold Room.

Present

Councillor Rick Glumac, Vice-Chair
Geoff Deacon
Laura Dick
Bryan Hoad
Jane Larsen
Bradley Letwin
Glen Macrae
Robin Matthews-Kanhai
Branka Nedimovic
Debora Seehuber
Robert Simons
Graham Walker

Absent

Councillor Barbara Junker, Chair (Regrets)
Matthew de Moor

In Attendance

Alanna McDonagh, Planner
Linda Tylla, Raincoast Ventures (meeting recorder)

1. Call to Order

Call to Order

1.1 Councillor Glumac called the meeting to order at 7:03pm.

2. Approval of Previous Minutes

Minutes

2.1 HC15/009

Moved, seconded and CARRIED

THAT the minutes of the Heritage Commission meeting held Wednesday, April 22, 2015 be adopted as circulated.

3. Unfinished Business

**Heritage
Commission
Canada Day
Subcommittee -
Update**

- 3.1 Debora Seehuber provided a verbal report on the planned activities to date for the Heritage Commission booth at the Canada Day celebrations. Additional volunteers were sought and Geoff Deacon and Bradley Letwin agreed to cover the shifts. Staff advised that the City would provide the games and materials, as well as communications support by way of social media and newspaper ads.

**Port Moody
Heritage and Public
Art Guide**

- 3.2 Presentation: Leslyn Johnson, Communications Advisor

Ms. Johnson provided an on-screen presentation of the Heritage Register, which was recently published online. She circulated an example of the Heritage Brochure, which is soon to be printed.
www.portmoody.ca/heritageregister.

Ms. Johnson provided an overview of the external GIS system, View Port, which denotes the heritage properties, and advised that there is additional functionality in the system, which would allow more information to be made available to users relating to the history of the properties.

Discussion ensued on the communication pieces, and the Commission offered suggestions.

ACTION: Staff to investigate the mobile-friendliness of View Port; the accessibility of the web links on the City's mobile website; and the possibility of adding hyperlinks to the online Heritage Register's Table of Contents.

ACTION: Staff to review the legend numbers on the brochure and investigate more contrasting colours for the icons before it goes for final print.

ACTION: Alanna McDonagh to contact Cultural Services for more information on the possibility of displaying a large version of the heritage map with legend in the Queens Street Plaza Kiosk, and to inquire about kiosk clean-up (if needed), and to report back at the next meeting.

4. New Business

**Heritage
Recognition**

- 4.1 Ms. McDonagh offered comments on several ideas that the Commission might consider undertaking to help promote heritage in the community. Discussion ensued on the various ideas.

Heritage Inventory Walk

This activity to be used as a combination education piece, survey effort for heritage plaques, and informal social event for the Commission. The Commission agreed to the following:

- June 20, 2015;
- Group to meet at the Arts Centre at 5:00pm;
- Event will end with a social gathering at an establishment in the neighbourhood;
- City staff will send an invitation to members; and
- Ms. McDonagh will bring maps for the walk/survey.

Heritage Award

Staff noted the various criteria for the award categories and the submission deadline of September 30, 2015. Discussion ensued on the challenge of receiving sufficient nominations each year and the Commission offered suggestions on how to increase the profile of the Award.

HC15/010

Moved, seconded, and CARRIED

THAT Council consider instructing staff to offer an incentive, such as an iPad draw, to promote nominations for 2015 Civic Awards.

Stone Markers

Staff advised that there is a \$1,500 budget for the stone marker program. The Commission discussed the idea of holding a scavenger hunt style activity to generate interest in the existing markers.

Vinyl Wraps of City Utility Boxes as a Place-making Initiative

Staff noted that an inventory assessment of the City's utility boxes is currently being undertaken by the Engineering Department. Discussion ensued on creating a common theme throughout the Heritage and Heritage Conservation areas of the City with the City's utility boxes, as a possible recommendation for the 2016 Heritage Commission work plan.

ACTION: Staff to bring back inventory information for discussion in the fall.

5. Information

Upcoming Agenda Item

5.1 Heritage Strategic Plan Update (Draft #1) – July 9, 2015

Staff advised that this would be an opportunity to have more dialogue with Donald Luxton and provide feedback. It was noted that the Commission would like to hear Mr. Luxton comment on how the definition of Heritage may have changed over time, or what its current interpretation might be, in order to help inform their future discussions.

6. Adjournment

Councillor Glumac adjourned the meeting at 8:40pm.



Councillor Barbara Junker,
Chair



Tracey Takahashi,
Committee Coordinator
for
Linda Tylla, Raincoast Ventures
(meeting recorder)

MINUTES**Port Moody Public Library Board****Thursday, June 18, 2015****ParkLane Room**

Minutes of the Regular Meeting of the Port Moody Public Library Board held on Thursday, June 18, 2015 in the ParkLane Room, Library.

Present

Linda Martin (Chair)
 Jacquie Boyer
 Bob Elliott
 Katherine Fraser
 Pat Merrett
 Jo-Anne Parneta
 Dave Zille

Regrets

Errin Morrison
 Rosario Passos
 Cllr. Zoë Royer
 Alexander Swistak

In Attendance

Lynne Russell, Library Director
 Michael DeKoven, Deputy Director
 Dayna Solem, Administrative Assistant

Call to Order**1. Call to Order**

The Chair called the meeting to order at 7:05 p.m.

Approval of Agenda**2. Approval of Agenda**

Moved by Bob Elliott and seconded

THAT the agenda of the regular Library Board meeting of June 18, 2015 be approved.

Carried.

Consent Agenda**3. Consent Agenda**

Moved by Jo-Anne Parneta and seconded

THAT all items on the consent agenda be approved or received for information as noted including:

- 3.1 Minutes of regular Library Board meeting of May 14, 2015 (approval)**
- 3.2 Library Director's Report (information)**
- 3.3 Media Coverage (information)**

3.4 Customer Feedback (information)*Carried.***4. New Business****Strategic Initiatives
Plan Progress Report****4.1 Strategic Initiatives Plan Progress Report**

The Director provided a progress report on the first and second quarter of the 2015 Strategic Initiatives Plan.

**Web-based Online
Fines Payment****4.2 Web-based Online Fines Payment**

The Deputy Director presented a business case for implementation of online fines payment. Trustees debated on cost and benefits.

Moved by Bob Elliott and seconded

THAT web-based online fines payment be further considered by the Library Board at its August meeting within the context of the Library's 2016 budget submission discussions.

*Carried.***Canada 150
Infrastructure Program****4.3 Canada 150 Infrastructure Program**

Jo-Anne Parneta was thanked for recently presenting, on behalf of the Library Board, a request to Council seeking their support for a grant application to the Canada 150 Community Infrastructure Program – in order to complete immediate needs renovation work at the Library. The necessary support was approved. Staff have subsequently submitted a grant application.

**BCLTA Workshops
Report****4.4 BCLTA Workshops Report**

Trustees attending the recent Trustee Orientation Program training sessions (Pat Merrett and Dave Zille) provided brief reports. The Chair spoke to the brief written report from Errin Morrison on the session she attended.

5. Reports from Board Committees/Representatives**Library Board Chair****5.1 Library Board Chair**

The Board Chair informed trustees about the following items:

- The Port Moody Foundation's Annual General Meeting

took place on June 10.

- In May, she once again signed the renewed Tri-Cities Early Childhood Development Accord on behalf of the Library Board.

The Board Chair reminded trustees of Library Board Policy B3 relating to meeting attendance and providing written notice for absences.

Council Representative

5.2

Council Representative

There was no report.

InterLINK

5.3

InterLINK

A summary from the May 26 InterLINK Board meeting was received for information.

Golf Committee

5.4

Links to Literacy Golf Tournament Committee

Jacquie Boyer gave a brief report, noting that more golfers are needed. Minutes of the May 29 meeting were provided for information.

Arts & Culture Committee

5.5

Arts & Culture Committee

Jacquie Boyer reported on the most recent meeting of the Arts & Culture Committee.

BCLTA

5.6

BCLTA

There was no report.

Round Table

6.

Round Table

The Director indicated that she will be on vacation from July 3 to 24, 2015. Michael DeKoven will be the acting Library Director during that period.

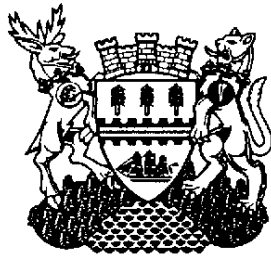
Katherine Fraser indicated that she would not be attending the August meeting of the Library Board.

Adjournment

7.

Adjournment

The meeting adjourned at 8:50 p.m.



City of Port Moody

Minutes

Parks and Recreation Commission

Minutes of the regular meeting of the Parks and Recreation Commission held on Wednesday, July 8, 2015 in the Brovold Room.

Present

Councillor Meghan Lahti, Chair
Tyler Brown
John Callaghan
Elaine Golds
Jim Millar
Rasmeet Mohar
Joosung Park

Absent

Councillor Diana Dilworth, Vice-Chair (Regrets)
Sarah Carlos (Regrets)
Allen Hunt (Regrets)
Yoojin Jung (Regrets)
Darcel Moro (Regrets)
Jutta Rickers-Haunerland (Regrets)
David Tang (Regrets)

In Attendance

Jim LaCroix, Manager of Recreation Services
Devin Jain, Manager of Cultural Services (for item 3.1)
Tracey Takahashi, Legislative Services and Committee Coordinator

1. Call to Order

Call to Order

1.1 Councillor Lahti called the meeting to order at 7:01pm.

Agenda

1.2 PRC15/023

Moved, seconded, and CARRIED

THAT the agenda of the Parks and Recreation Commission meeting held Wednesday, July 8, 2015 be amended by adding "Mowing of Black Lilies in Shoreline Park" as item 4.3 under New Business;

AND THAT the agenda of the Parks and Recreation Commission meeting held Wednesday, July 8, 2015 be adopted as amended.

2. Approval of Previous Minutes

Minutes

2.1 PRC15/024

Moved, seconded, and CARRIED

THAT the minutes of the Parks and Recreation Commission meeting held Wednesday, June 10, 2015 be adopted.

3. Unfinished Business

The agenda was reordered to address item 3.2 at this point.

Parks and
Recreation Master
Plan Feedback
from Committees3.2 Memo: Manager of Recreation, dated June 12, 2015
File: 15-8160

Staff provided an overview of the recommendations from the Community Care Committee, the Environmental Protection Committee, and the Parks and Recreation Commission with regard to the draft Parks and Recreation Master Plan. Staff will compile the recommendations in a report to Council.

PRC15/025

Moved, seconded, and CARRIED

THAT Council consider day lighting and enhancement of Dallas/Slaughterhouse Creek instead of Elgin Creek, as it has greater potential to provide excellent fish habitat.

PRC15/026

Moved, seconded, and CARRIED

THAT staff compile and submit a report to Council based on the feedback and recommendations from the Community Care Committee, the Environmental Protection Committee, and the Parks and Recreation Commission regarding the draft Parks and Recreation Master Plan.

The agenda order was resumed at this point.

Public Art for
Rocky Point Park
Pier – Follow-up

3.1 Devin Jain provided an overview of the proposed interpretive sign for installation at the end of Rocky Point Pier, and responded to questions from the committee. It was noted that the proposed piece would be produced as a high resolution scan, which would allow flexibility in terms of size, applied to a wood backing, and covered with anti-graffiti laminate material, similar to other interpretive signs in the park. Staff estimated the cost at approximately \$500 for preparation and installation of the piece.

PRC15/027

Moved, seconded, and CARRIED

THAT the proposed interpretive sign be placed at the end of Rocky Point Pier, installed such that it does not impact views of bird perches in the area, and complements, rather than duplicates, other interpretive signage in the Park.

Devin Jain left the meeting at this point.

**Age Friendly
Community
Planning Report
Feedback from
Committees**

- 3.3 Memo: Manager of Recreation, dated June 12, 2015
File: 15-8160

Staff provided an overview of the recommendations from the Community Care Committee, the Environmental Protection Committee, and the Parks and Recreation Commission regarding the Age Friendly Community Planning Report.

PRC15/028

Moved, seconded, and CARRIED

THAT staff compile and submit a report to Council based on the feedback and recommendations from the Community Care Committee, the Environmental Protection Committee, and the Parks and Recreation Commission regarding the Age Friendly Community Planning Report.

4. New Business

**Sports
Memorabilia
Inductees**

- 4.1 Staff noted that the nomination period for the Sport Memorabilia Display award would be in September, with nominations discussed by the Commission in October. It was noted that the categories for the awards are Athlete, Builder, and Team, and that selected inductees will have memorabilia displayed for a period of two years at the Recreation Complex.

**Booking Request
for Tennis Courts**

- 4.2 Report: Community Services – Recreation Services, dated May 27, 2015
File: 15-8160

Staff provided an overview of the report from Recreation Services that was referred from Council to the Commission for comment. Discussion ensued with regard to the available options.

PRC15/029

Moved, seconded, and CARRIED

THAT the 30-minute time limit be maintained for use of the tennis courts in situations where there are people waiting to play.

PRC15/030

Moved, seconded, and CARRIED

THAT alternative methods of booking the tennis courts be considered for summer 2016.

Mowing of Black Lily in Shoreline Park

- 4.3 Elaine Golds noted that patches of Black Lily, a rare plant found in Shoreline Park, are being inadvertently mowed down by City staff working in the park. Concern was expressed about the plants being unable to recover and eventually disappearing from the park.

PRC15/031

Moved, seconded, and CARRIED

THAT, due to concerns about mowing of the Black Lily in Shoreline Park and other issues related to trail maintenance, with the aim of protecting this unique habitat and preventing this from happening again, the Parks and Recreation Commission recommends that Dr. Elaine Golds conduct a tour of Shoreline Trail with trail maintenance staff to identify sensitive sites and discuss trail related issues.

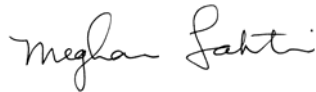
5. Information

2015 Work Plan Tracking

- 5.1 Parks & Recreation Commission Work Plan Tracking 2015
File: 15-8160-01

6. Adjournment

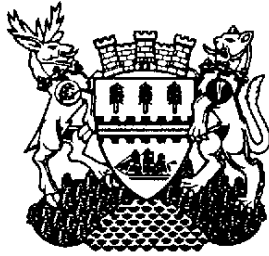
Councillor Lahti adjourned the meeting at 8:17pm.



Councillor Meghan Lahti,
Chair



Tracey Takahashi,
Committee Coordinator



City of Port Moody

Minutes

Transportation Committee

Minutes of the regular meeting of the Transportation Committee held on Wednesday, July 15, 2015 in the Brovold Room.

Present

Councillor Rick Glumac, Vice-Chair
Tim Barton
Michael Braun
Cathy Cena
Joe Chu
Neil Doyle
Steven Dragicevic
Andrew Hartline
Audey Korpus
Callan Morrison
Kathleen Nadalin, ICBC
SJ Park

Absent

Councillor Robert Vagramov, Chair (Regrets)
Aaron Robinson, Tri-Cities Chamber of Commerce (Regrets)
Mark Walters

In Attendance

Mark Halpin, Transportation Engineering Technologist
Cst. Luke Van Winkel, Port Moody Police
Tracey Takahashi, Committee Coordinator

1. Call to Order

Call to Order

1.1 Councillor Glumac called the meeting to order at 7:01pm.

2. Approval of Previous Minutes

Minutes

2.1 TC15/019

Moved, seconded, and CARRIED

THAT the minutes of the Transportation Committee meeting held Wednesday, June 17, 2015 be adopted.

3. Unfinished Business

**TransPort Moody
Master
Transportation Plan
Update**

- 3.1 Staff provided an overview of the steps and activities in the TransPort Moody process to date, including the following:

Engagement Process:

- Technical Advisory Committee (TAC) Meeting #1 – June 15
- Public Advisory Committee (PAC) Meeting #1 – June 24
- Open House at Rocky Point Park – July 1
- Online Survey – closed July 7– 369 responses received
- Stakeholder Workshop #1 – July 9
- Two Steering Committee Meetings

Streets

- Issues and Challenges – major streets are very high priority; mix of satisfaction levels; many unsatisfied; too much traffic during rush hour, mainly on St. Johns Street and Murray/Clarke; can't find parking;
- Improvement Opportunities – improve walking, cycling, and transit choices; intersection improvements; better connections to major routes outside Port Moody.

Transit

- Issues and Challenges – transit is highest priority; mix of satisfaction levels; transit is not frequent enough; transit is not practical; transit is overcrowded/too full;
- Improvement Opportunities – Evergreen Line; better service throughout the day (non-peak); more evening and weekend service.

Walking

- Issues and Challenges – walking is a moderate priority; people are very satisfied; walking is not practical; people feel unsafe; hills and weather;
- Improvement Opportunities – build more sidewalks; improve existing sidewalks; build more trails and pathways.

Cycling

- Issues and Challenges – cycling is a moderate priority; most people are somewhat satisfied or neutral; people don't feel safe; not enough bike lanes; cycling is not practical;
- Improvement Opportunities – build physically separated bike lanes; build more off-street trails and pathways; build more painted bike lanes.

Next Steps:

- Phase 3: Visioning (Fall 2015) – develop a long-term vision for transportation in Port Moody; develop goals and targets to help achieve this vision;
- Phase 4: Planning (Winter 2015/2016) – develop long-term plans for each transportation mode;
- Phase 5: Moving Forward (Spring 2016) – assess and prioritize projects; plans and progress.

**Klahanie Drive
Speed Data Review**

- 3.2 Staff provided an overview of data recorded by a covert radar unit located in the 100-block of Klahanie Drive for approximately two weeks in May 2015. It was noted that the 85th percentile speed in the area was recorded at 41km per hour, indicating that 15% of drivers travel more than 41km per hour through the area, making this a low enforcement area for Port Moody Police.

**Ungless Way Bike
Lanes Design
Update**

- 3.3 Staff provided an update on the design of the planned bike facilities on Ungless Way between Guildford Way and Ioco Road. It was suggested that a painted buffer be added between the bike and vehicle lanes along the wider sections of Ungless Way. Staff will investigate.

4. New Business

Safety Fair Update

- 4.1 It was reported that a subcommittee meeting will be held on July 21, 2015. The theme for this year's event is "Look Up & Enjoy the Journey" and it will be held on September 12, 2015 in the traffic circle in front of City Hall. Subcommittee members will canvas local businesses for sponsorship. Children will be encouraged to bring their bikes, decorate them and participate in a bike parade through the traffic circle, with prizes available.

**ICBC Counter
Attack Program**

- 4.2 Kathleen Nadalin provided an update on the ICBC Counter Attack Program launched on July 3, noting that before the program began in 1976, an average of 300 people died in impaired driving related collisions, while the average is now 86. Police are also targeting boat launch areas to educate people heading out on the water on the need to have a designated driver on their return. Geo-fencing technology is being utilized by ICBC to remind people of the need for designated drivers. *Get Home Safe* information kits are available to people applying for event liquor licenses and having parties where liquor is being served.

Discussion ensued with regard to the committee's involvement in the "Think of Me" bag campaign in December. Staff will bring this back for further discussion at the next meeting.

**Police Enforcement
Requests**

- 4.3 No update.

5. Information

Status Updates

- Kyle Street Diversion – a letter will be sent to residents in late July;
- Murray Street Crosswalk – construction scheduled for the week of August 4.

6. Adjournment

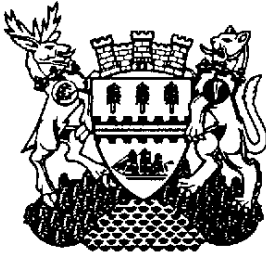
The meeting was adjourned at 9:00pm.



Councillor Rob Vagramov,
Chair



Tracey Takahashi,
Committee Coordinator



City of Port Moody

Minutes

Environmental Protection Committee

Minutes of the regular meeting of the Environmental Protection Committee held on Monday, July 20, 2015 in the Brovold Room.

Present

Councillor Rick Glumac, Chair
Paul Carey
Virginia Dragan
Brandon Elliott
Bryan Fitzpatrick
Maria Peebles
Damian Regan
Jennifer Rodriguez

Absent

Councillor Robert Vagramov, Vice Chair (Regrets)
Shannon Bruyneel (Regrets)
Marit Heideman (Regrets)
Munu Hicken-Gaberria (Regrets)
Bryan Robinson (Regrets)

In Attendance

Margot Davis, Manager of Sustainability
Tracey Takahashi, Legislative Services & Committee Coordinator

1. Call to Order

Call to Order

1.1 Councillor Glumac called the meeting to order at 7:02pm.

2. Adoption of Minutes

Minutes

2.1 EPC15/016
Moved, seconded and CARRIED
THAT the minutes of the Environmental Protection Committee meeting held Thursday, June 15, 2015 be adopted.

3. Unfinished Business

Council Update

3.1 Councillor Glumac reported on the following:

- The Oiled Wildlife resolution was endorsed by Council and was sent to UBCM for consideration;
- The proposed Tree Management on City Property Policy was considered, but not approved at the Committee of the Whole meeting on July 7, 2015; and
- The updated Tree Protection Bylaw was adopted by Council on July 14, 2014.

Tree Bylaw and Policy Update

3.2 Staff reported that the Tree Management on City Property Policy was presented for consideration by Council on July 7, 2015; however, the policy was not approved. Discussion ensued with regard to potential changes to the proposed policy in order to have it reconsidered by Council. It was noted that the City currently does not have an urban forestry strategy, but staff are working on the development of such a strategy.

EPC15/017

Moved, seconded, and CARRIED

THAT the proposed Tree Management on City Property Policy be referred back to Council for consideration with the following changes:

- **Remove the sentence “When this is not practicable, capital work submissions will include costs to direct an equivalent amount of funds into an Urban forest reserve fund for supporting overall urban forest health” from the second bullet under Tree Removal – Healthy Trees; and**
- **Remove in its entirety the section titled: *Community Requests for Non-Hazardous Tree Removal on City Property*;**

AND THAT the foregoing concepts be added to the 2016 Work Plan for the Environmental Protection Committee for further discussion.

4. New Business

Trans Mountain Pipeline Expansion Project

4.1 Staff provided an overview of the National Energy Board Review process regarding the Trans Mountain Pipeline Expansion Project to date. It was noted that the City's intervenor status is related to: potential environmental and socio-economic effects of marine shipping activities; contingency planning for spills, accidents, or malfunctions; safety and security during construction and operation of the proposed project; and terms and conditions to be included with recommendation from the Board. Staff noted that Council had referred this item to the Environmental Protection Committee to generate alternate ideas to prevent the Trans Mountain Pipeline Project from being completed.

Discussion ensued with regard to the following points:

- Options may be limited since the proposed pipeline does not actually cross any land within the City of Port Moody;
- Location of tankers within the inlet and whether they would be visible from locations within the City of Port Moody;
- Emergency response preparedness;
- Sensitivity of local ecosystems;
- Impact on local and regional recreational activities in the inlet;
- Work that has been done so far in collaboration with neighbouring municipalities;
- Stance being taken by nearby First Nations groups;
- Exploration of partnership opportunities with First Nations groups opposing the project;
- Potential to commission an analyst to conduct economic impact analysis;
- Potential to work with professionals to lobby Members of Parliament (MPs) to vote against the project;
- Encouraging members of the public to put grass roots pressure on local MPs to vote against the project; and
- Working to generate attention to the issues with a multi-pronged approach – local analysis, regional analysis, media, supporting Vancouver's analysis, enhanced communications (collaborate with other municipalities to increase regional communications).

EPC15/018

Moved, seconded, and CARRIED

THAT the City hire an external expert to conduct an economic assessment of the potential impacts (including costs associated with loss of natural capital value) to Port Moody in the event of an oil spill in Burrard Inlet related to the proposed Trans Mountain Pipeline Expansion Project as a means to generate greater public awareness;

AND THAT the target completion date for the economic assessment be the end of January 2016.

(Voting against: Damian Regan)

**Invasive Plants
Removal Update**

4.2 This item was deferred to the September meeting.

5. Information

2015 Work Plan

5.1 Attachment: Work Plan and Monthly Agenda Planner
File: 13-6870-01/01

This item was provided for information only.

6. Adjournment

Councillor Glumac adjourned the meeting at 8:58pm.



Councillor Rick Glumac,
Chair



Tracey Takahashi,
Committee Coordinator



City of Port Moody

Minutes

Finance Committee

Minutes of the regular meeting of the Finance Committee held on Tuesday, July 21, 2015 in the Brovold Room.

Present

Councillor M.P. Lahti, Chair
Councillor D.L. Dilworth, Vice Chair
Councillor R.G. Glumac
Councillor B.A.J. Junker
Councillor P.Z.C. Royer
Councillor R. Vagramov
Mayor M.E. Clay

In Attendance

Kevin Ramsay – City Manager
James Chandler – Manager of Engineering
Ron Higo – General Manager of Community Services
Dave Kidd – Acting General Manager of Engineering and Parks Services
George MacDuff – Senior Project Engineer
Gord Parker – Deputy Fire Chief
Angela Parnell – General Manager of Corporate Services
Paul Rockwood – General Manager of Financial Services
Dorothy Shermer – Corporate Officer
James Stiver – General Manager of Development Services
Tracey Takahashi – Acting Deputy Corporate Officer

1. Call to Order

Call to Order

Councillor Lahti called the meeting to order at 5:21pm.

2. Approval of Previous Minutes

Minutes

2.1 FC15/096

Moved, seconded, and CARRIED

THAT the minutes of the Finance Committee meeting held Tuesday, July 7, 2015 be adopted.

3. Unfinished Business

4. New Business

**Port Moody's
Grant Program
Overview**

- 4.1 Report: City Manager's Office, dated July 13, 2015
File: 05-1855-01

Staff provided a brief overview of the report dated July 13, 2015 from the City Manager's Office regarding Port Moody's Grant Program Overview, and responded to questions from the committee regarding what happens when funding allocated in the capital budget process is eventually replaced by grant funding, and how capital grants are built into the budgeting process.

FC15/097

Moved, seconded, and CARRIED

THAT the report dated July 21, 2015 from the City Manager's Office regarding Port Moody's Grant Program Overview be received for information.

**Grants and
Donations Update**

- 4.2 Report: Financial Services, dated July 10, 2015
File: 05-1880-01

Staff provided an overview of grants and donations that have been awarded by the City between 2011 and 2015 in the absence of a formal grant program, and responded to questions from the committee regarding funding provided for Ribfest, and re-opening discussion regarding the City's grant program.

FC15/098

Moved, seconded, and CARRIED

THAT the report dated July 10, 2015 from Financial Services regarding Grants and Donations Update be received for information.

FC15/099

Moved, seconded, and CARRIED

THAT the issue of re-establishment of the grant program be referred to Council for further discussion and consideration.

(Voting against: Mayor Clay)

**St. George Street &
St. Andrews Street
– Funding Request**

- 4.3 Report: Engineering and Parks Services, dated June 29, 2015
File: 11-5350-01

FC15/100

Moved, seconded, and CARRIED

THAT staff be authorized to allocate funds from the Sewer and Drainage Capital Reserve, in the total amount of \$250,000, to fund sewer infrastructure repairs at St. George Street and St. Andrews Street as recommended in the report dated June 29, 2015 from Engineering and Parks Services regarding St. George Street and St. Andrews Street – Funding Request;

AND THAT staff continue with completion of this work as part of the 2015 Capital Program.

**Schoolhouse
Creek Sanitary
Sewer – Funding
Request**

- 4.4 Report: Engineering and Parks Services, dated June 29, 2015
File: 11-5340-01

FC15/101

Moved, seconded, and CARRIED

THAT staff be authorized to allocate funds from the Sewer and Drainage Capital Reserve, in the total amount of \$60,000, to sewer and infrastructure repairs at Schoolhouse Creek/Douglas Street as recommended in the report dated June 29, 2015 from Engineering and Parks Services regarding Schoolhouse Creek Sanitary Sewer – Funding Request;

AND THAT staff continue with completion of this work as part of the 2015 Capital Program.

**Loco/Jacobs Safety
Improvements –
Project Budget
Adjustments**

- 4.5 Report: Engineering and Parks Services, dated June 29, 2015
File: 11-5400-20-10-04-C/2013

FC15/102

Moved, seconded, and CARRIED

THAT the project budget and scope of work for the Loco/Jacobs Safety Improvement project (CEN12104) be increased by \$35,000 to reflect additional available grant funding opportunities from ICBC, as outlined in the report dated June 29, 2015 from Engineering and Parks Services regarding Loco/Jacobs Safety Improvement Project – Project Budget Adjustments.

**Moody Street
Overpass – Grant
Revenue Budget
Adjustments**

- 4.6 Report: Engineering and Parks Services, dated June 29, 2015
File: 11-5400-02-03-04

Staff provided an overview of the additional work being considered and responded to questions from the committee regarding the proposed drainage improvements and pigeon control maintenance needs.

FC15/103

Moved, seconded, and CARRIED

THAT staff perform no further work with the Moody Street Overpass Project and return the total equivalent amount of the grant revenue of \$201,001 to the Asset Reserve.

(Voting against: Councillors Junker and Lahti, and Mayor Clay)

5. Information

**Monthly
Expenditure
Report – May 2015**

- 5.1 Report: Monthly Expenditure Report for June 2015
File: 05-1700-03--06

**Capital Project
Status Update**

- 5.2 Spreadsheet: Capital Project Status, dated June 30, 2015

6. Adjournment

Councillor Lahti adjourned the meeting at 5:46pm.



Councillor M.P. Lahti,
Chair



Tracey Takahashi,
Acting Deputy Corporate Officer

MINUTES**Port Moody Public Library Board****Thursday, August 20, 2015****ParkLane Room**

Minutes of the Regular Meeting of the Port Moody Public Library Board held on Thursday, August 20, 2015 in the ParkLane Room, Library.

Present

Linda Martin (Chair)
Jacquie Boyer
Bob Elliott
Pat Merrett
Errin Morrison
Jo-Anne Parneta
Rosario Passos
Dave Zille

Regrets

Katherine Fraser
Cllr. Zoë Royer

In Attendance

Lynne Russell, Library Director
Michael DeKoven, Deputy Director
Dayna Solem, Administrative Assistant
Virginia McCreedy, Digital & Information Services Coordinator

Call to Order**1. Call to Order**

The Chair called the meeting to order at 7:08 p.m.

Approval of Agenda**2. Approval of Agenda**

Moved by Jo-Anne Parneta and seconded

THAT the agenda of the regular Library Board meeting of August 20, 2015 be approved.

Carried.

Consent Agenda**3. Consent Agenda**

Moved by Jo-Anne Parneta and seconded

THAT all items on the consent agenda be approved or received for information as noted including the addendum to the Library Director's Report:

3.1 Minutes of regular Library Board meeting of June

18, 2015 (approval)

3.2 Library Director's Report (information)

3.3 Correspondence

3.4 Media Coverage (information)

3.5 Customer Feedback (information)

Carried.

4. New Business

**Safari Books Online
Demo**

4.1 Safari Books Online Demo

Virginia McCreedy gave a brief demonstration of the Library's newest e-Resource, Safari Tech Books and Videos Online.

Virginia McCreedy left the meeting at 7:30 p.m.

**Library 2016 Budget
Submission**

4.2 Library 2016 Budget Submission

The City's 2016 Financial Plan Guidelines and the Library's 2016 Budget submission were discussed. The Director was instructed to prepare a draft budget submission for review and approval at the September 17 meeting of the Library Board, prior to being forwarded to the City's Finance Department.

Moved by Jo-Anne Parneta and seconded

THAT the Library Director prepare a draft 2016 operating budget submission with options for including a \$10,000 increase in the book budget while following the City's 2016 Financial Plan Guidelines.

Carried.

Moved by Jo-Anne Parneta and seconded

THAT the Library Director prepare a draft submission for the three capital projects previously identified in the Library's 2015- 2019 Financial Plan, and that this include an adjustment of \$68,800 to the Library Renovation project budget request.

Carried.

**Wireless Access in
Library**

4.3 Wireless Access in Library

The location of a Shaw WiFi Access point in the Library was discussed. Trustees indicated that they are in

agreement with the access point being located in the library under the condition that: complimentary guest access is provided to the general public as per the terms of the contract with Shaw; and the City wireless network ("pomo public") continues to be accessible free of charge to the general public in the Library Building.

5. Reports from Board Committees/Representatives

Library Board Chair

5.1 Library Board Chair

Moved by Bob Elliott and seconded at 8:20 p.m.

THAT the meeting move to closed session as provided in section 90 (1) (c) of the Community Charter.

Carried.

The meeting returned to a public forum at 8:22 p.m.

Bob Elliott left the meeting at 8:22 p.m.

Council Representative

5.2 Council Representative

There was no report.

InterLINK Board Representative

5.3 InterLINK Board Representative

Errin Morrison reported that an InterLINK governance review is underway and that a strategic planning session will take place at the September InterLINK Board meeting.

Golf Committee

5.4 Links to Literacy Golf Tournament Committee Representatives

Jo-Anne Parneta gave a brief update. The minutes of the June 19, 2015 Golf Tournament Committee meeting were provided for information.

Arts & Culture Committee

5.5 Arts & Culture Committee Representative

Jacque Boyer provided a brief summary of Arts & Culture Committee news, and noted that the next meeting will be held on September 3rd.

BCLTA

5.6 BCLTA Liaison

Errin Morrison reported that the new BCLTA Executive Director is Nancy Boyce. The July BCLTA Bulletin has been emailed to trustees.

Round Table**6. Round Table**

The success of the library's Wonderland Tea Party was acknowledged.

It was noted that Linda Martin, Bob Elliott, and Jo-Anne Parneta will not be attending the September meeting.

Adjournment**7. Adjournment**

The meeting adjourned at 8:45 p.m.

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Outstanding Business List
Regular, Committee of the Whole and Special Meetings

<u>Resolution Number</u>	<u>Date</u>	<u>Type</u>	<u>Item</u>	<u>Agenda Item Title</u>	<u>Resolution</u>	<u>Comments</u>	<u>Lead</u>	<u>Target Date</u>
	2007-09-18	FC		Development Cost Charges Overview	THAT staff report back with options for Development Cost Charges based on future development scenarios.	September 2015- DCC Development Bylaw Project Approved by Council Feb 3, 2015. Work in progress..	NC	November 2015
	2010-07-27	RC	5.4	Gatensbury Residents - Request for Traffic Calming	THAT staff prepare a truck route bylaw for consideration by Council.	Pending completion of Master Transportation Plan	NC	May 2016
	2011-05-24	RC		Proposed Zoning Bylaw Amendment to Regulate the Siting of Mechanical Equipment	THAT staff report back on the siting of mechanical equipment issue, with options, as part of the feedback on the zoning bylaw update review.	In progress pending completion of zoning bylaw update	JS	November 2015
	2011-10-11	RC		Update on the Checklist for Sustainable Community Development	THAT staff be directed to update the Checklist for Sustainable Community Development as outlined in this report and bring forward an updated Checklist in the future for Council consideration and endorsement.	Process through Land Use Committee - per Council discussion Sept 4/12. Jan. 2015 - EPC has identified this as part of their 2015 work plan	JS	November 2015
RC12/124	2012-03-27	RC		Green Roof Technology - Fire Hall #1	THAT a green roof policy be drafted and sent to the Environmental Protection Committee for input.	In progress. Green Building Strategy To be reviewed as part of the Zoning Bylaw Review	JS/NC	November 2015
RC12/200	2012-05-22	RC		Petition - Resident Parking Only - 2123 and 2125 Clarke Street	THAT resident only parking be established for residents of 2123 and 2125 Clarke Street and staff report back with details.	This will be included in Council's Strategic Priority to prepare a Parking Plan for Moody Centre.	NC	November 2015
	2012-12-04	Spec		Moody Centre Community Association - Invasive Plants	THAT the Moody Centre Community Association's request for the City to consider an invasive species bylaw, monitoring of properties, and the use of herbicide on knotweed be forwarded to the Environmental Protection Committee for review.	Update May 2014 - In Progress. Being considered as part of the City's Invasive Species update. Jan 2015 - On 2015 EPC Work Plan	JS	November 2015
RC13/045 (2013 02 12)	2013-02-05	CoTW	7.1	Traffic Diverters on St. George Street	THAT consideration of additional traffic calming measures such as traffic diverters for the Moody Centre residential neighbourhood be reconsidered once the city better understands the potential impacts of nearby transportation projects such as the Murray Clark Visioning Study and the Evergreen Line Rapid Transit project on this neighbourhood.	September 2015- Results are being reviewed by Transportation Committee through the 2015 work plan.	NC	Sep-15
RC13/069 (2013 03 12)	2013-03-05	CoTW	7.2	Economic Development Committee 2013 Work Plan - Self Registered Business Directory	THAT a self-registered business directory be approved in principle and staff report back on legal, operational and financial issues.	Being implemented as part of the Customer Exp Program	JS / AP	November 2015
	2013-06-11	CoTW		Port Moody Public Library – Strategic Plan and Needs Assessment	AND THAT arrangements be made for the Library Board and Council to hold a more in-depth discussion of the Needs Assessment at an upcoming Committee of the Whole meeting.	Update May 2014 - Subject to Library Study Consultants review. Jan. 2015 - Workshop scheduled for March 2015	LR	March 2015
RC13/196	2013-06-25	RC		Cross Connection Control	THAT Council direct staff to develop an implementation plan, a stakeholder engagement plan, a hazard assessment of City facilities, inspection and testing protocol for backflow assemblies, a data management system, and proposed bylaw amendments and report back to Council;	In progress. Council report planned for October 2015.	NC	October 2015

Outstanding Business List
Regular, Committee of the Whole and Special Meetings

	2013-09-03	CoTW	4.4	Affordable Housing Strategy – Review and Recommendations	AND THAT a policy be developed to protect existing market rental stock within the City; with policies under consideration to include: <ul style="list-style-type: none"> A rental replacement requirement, where the redevelopment of existing market rental buildings involves a rezoning application. Protection of existing market rental housing from strata title conversion; AND THAT guidelines be developed to guide the review of applications, which involve the redevelopment, through rezoning, of market rental housing.	Update Sep. 2014 - First part COMPLETE. Jan. 2015 - Policy included in OCP: Implementation underway; consultant preparing options report. Aug. 2015 - To be considered as part of the Zoning Bylaw review.	JS	November 2015
RC13/083	2013-10-08	RC	5.3	Committee of the Whole Items for Ratification - Paved off street bike path - loco to Sasamat	THAT staff work with staff of the Village of Anmore to investigate and report back on the cost of a paved off-street bike path from the loco Townsite along 1 st Avenue to Sasamat Lake, along with details on how both communities could collaborate on this project.	May 2015 - high level conceptual costs completed. Next steps is to review concept and costs with Anmore staff. Checking opportunity for coordination with Brilliant Circle plans for IOCO lands in Port Moody and Anmore.	NC	October 2015
RC13/348	2013-11-26	RC	5.1	Proposed MRN Designated Road Connection to East Road	AND THAT staff request TransLink to clearly articulate all their expectations of the City in regards to the inclusion of these roads; AND THAT staff report back to Council on these expectations prior to executing an agreement with TransLink.	May 2015 - In progress. Request submitted to TransLink. With the defeat of the transportation plebiscite, TransLink is reviewing funding programs, such as the MRN.	NC	October 2015
RC14/024	2014-01-14	RC	6.8	Continuing Events Post Centennial	AND THAT the Arts and Culture Committee report back at the end of next year with the feasibility of and structure required to annualize each event.	Update May 2014 - Expected to report back in the fall of 2014 Update Aug 2014 - Expected to report back in the fall of 2014 Jan. 2015 - Report will be added to the Committee's 2015 work plan.	RH	November 2015
RC14/136	2014-04-22	RC	6.2	Proposed Electrical Utility Box Wrap by Port Moody Foundation	THAT staff prepare an amendment to the Sign Bylaw to provide flexibility for the wrapping of utility boxes supporting community organizations.	To be considered post zoning bylaw review	JS	November 2015
RC14/159 (Consent)	2014-05-27	RC	5.1	Harbour Management Strategy – Consultation Update and Next Steps	AND THAT staff conduct further public consultation regarding the Designated Anchorage Area, noting that a complete Harbour Management Plan requires that Port Metro Vancouver provide details on timing and criteria for removing boats outside of the Designated Anchorage Area.	September 2015 - Reported to Council with public consultation results and recommendations on July 7 2015. Working with Port Metro Vancouver on details of a transition plan and finalize the draft lease agreement. The draft lease will be brought to Council for discussion and a decision.	NC	October 2015
RC14/210 (Consent)	2014-07-08	RC	5.9	Federal Gas Tax Agreement, Community Works Fund (CWF)	AND THAT staff report back to Council with options for allocation of funding to capital projects.	April 2015 - Report prepared at the April 7, 2015 Finance Committee	PR	Completed
CW14/075	2014-07-15	CoTW	5.2	Regulation of Commercial Medical Marihuana Production in Port Moody	THAT staff be directed to prepare the necessary bylaw amendment to GVRD Zoning Bylaw No. 511 to prohibit medical marihuana production uses within the existing A-1 Small Holding Rural Zone and A-2 Extensive Rural and Recreational Zone lands within Port Moody. THAT the Port Moody Zoning Bylaw No. 1890 be amended to allow medical marihuana production and testing in M1 and M3 zones within the urbanized areas of the City as recommended in report dated June 30, 2014 from Development Services – Planning Division regarding Regulation of Commercial Medical Marihuana Production in Port Moody.	Update August 2014 - In progress. Jan. 2015 - Public hearing February 2015 on A1, A2 prohibition. Second part of the motion eliminated by Council.	JS	Completed

Outstanding Business List
Regular, Committee of the Whole and Special Meetings

RC14/232	2014-07-22	RC	7.2	Fees Bylaw - Rocky Point Pay Parking fee	Moved and seconded THAT the implementation of the Pay Parking Program be delayed until a public consultation has been undertaken. Moved, seconded and CARRIED THAT the foregoing motion be amended by adding: "AND THAT staff develop a community consultation program including a report identifying options, challenges, and opportunity for a Pilot Pay Parking Program in the summer of 2015." The question on the original motion was put and CARRIED.	Jan. 2015 - Discussion with the new Council is required prior to staff acting on this motion. April 2015 - Discussion needs to take place to determine project priority. July 2015 - One year expanded parking limitations trial started August 2015. Staff will report back after 1-year trial.	PR	February 2015
CW14/093	2014-09-09	COW	5.1	New Homes in the Established loco Road / Pleasantside Neighbourhood – Proposed Public Consultation Process	Moved and seconded THAT the report dated August 28, 2014 from Development Services regarding New Homes in the Established loco Road/Pleasantside Neighbourhood - Proposed Public Consultation Process be received; AND THAT Council endorse the study area and staff be directed to undertake the public consultation process as recommended in the report, with an Information Session and Town Hall Meeting open to the public, to provide information and solicit comments and input from the residents of the loco Road/Pleasantside Neighbourhood and other interested parties; AND THAT staff be directed to report back to Council on the findings. Moved, seconded and CARRIED THAT the foregoing motion be amended by adding the following: AND THAT a Town Hall Meeting be scheduled for October 27, 2014. The question on the main motion was put and CARRIED.	Jan. 2015 - Council report February 17, 2015 seeking direction. New Zoning regulations to follow Zoning Bylaw review New Direction has been given - see resolution RC15/094	JS	Completed
RC14/306	2014-10-28	RC	9.5	Port Moody Rotary's Proposed Ribfest Event - Reporting back on event	Moved, seconded and CARRIED THAT \$20,000 from Council Contingency plus associated policing costs be allocated to support the Rotary Club of Port Moody's Ribfest in 2015, in the form of in-kind support and services, as recommended in the report dated October 10, 2014 regarding Port Moody Rotary's Proposed Ribfest Event; AND THAT the Rotary Club of Port Moody be asked to report back on the event to Council in September, 2015. (Voting Against: Councillor Small)	Jan. 2015 - Funding has been approved for the event and staff will work with event organizers. A report back to Council from the Event organizers will be scheduled for Q4 2015 The Rotary Club reported to Council at the Spet. 8, 2015 Council meeting.	RH	Completed
RC14/307	2014-10-28	RC	9.5	Port Moody Rotary's Proposed Ribfest Event - EDC and ACC to meet to discuss potential combining of events	Moved, seconded and CARRIED THAT the chair of Economic Development Committee and Arts and Culture Committee be authorized to meet with the Rotary Club to discuss potential combining of the Community Picnic, Parade, and/or Fireworks on an exploratory basis and report back to Council.	Jan. 2015 - For Committee Chair follow-up.	DD/RG/RH	Date still to be determined
RC14/362	2014-11-25	RC	9.3	Departmental Concerns EMR & Smoke Alarm Programs	Moved, seconded and CARRIED THAT the City Manager and Fire Chief report back to Council on the feasibility and implications of implementing Emergency Medical Responder training and Community Smoke Detector program as outlined in the letter dated April 23, 2014 from the IAFF President.	Jan. 2015 - The collection of data for the report has been completed. The data required includes the estimated costs associated with the program and progress reports from Fire-Rescue departments attempting to implement EMR in their communities. April 14, 2015 - Report went to council for update on pre-hospital care and smoke alarm program.	RF/KR	Feb. 2015 April 14, 2015 Ongoing

Outstanding Business List

RPM# 269061

Regular, Committee of the Whole and Special Meetings

RC14/377	2014-12-09	RC	9.7	Comprehensive Review of Suterbrook Creek Compensation Projects	Moved, seconded and CARRIED THAT the City review its current plan for compensation incurred as part of the City's new Fire Hall and explore potential options in collaboration with the City's Environmental Protection Committee and stream stewardship groups to ensure maximum environmental benefit, and bring back findings and recommendations for Council's consideration; AND THAT the City request that Onni Group participate with the City in the review of the compensation plans, and that as part of the review Onni Group seek input from the City's Environmental Protection Committee and stream stewardship groups; AND THAT the City request that Onni Group provide to the City a Stewardship and Maintenance Guide for the Onni Suterbrook compensation project; AND THAT the City request that Evergreen Line Project provide to the City a Stewardship and Maintenance Guide for the Evergreen compensation project and restoration works; AND THAT the City report back on the integration of viewing platforms into a comprehensive compensation project. Moved, seconded and CARRIED THAT the foregoing motion be amended by adding: AND THAT Staff report back with an analysis on in-house vs. contracted labour in completing the various portions of the compensation project. The question on the motion as amended was put and CARRIED.	April 2015 - New Direction has been given - see resolution RC15/094	JS	Completed
RC15/023 (Consent)	2015-01-27		5.1	Trans Mountain Pipeline Expansion - Update	THAT this matter be referred to the Environmental Protection Committee to generate alternate ideas to prevent the Trans Mountain Pipeline Project from being completed.	This item is on the March 16, 2015 EPC agenda.	JS	November 2015
RC15/059	2015-02-10	RC	9.2	Marine Fire Response Options	THAT further investigation be conducted on Purchasing a Port Moody owned Fire Boat for use by Fire-Rescue, Port Moody Policy Department and Operations, as indicated in the report from the Fire-Rescue Department regarding Marine Fire Response Options dated January 6, 2015.	August 2015 - Opportunities for partnerships to share in the costs of purchasing and/or operating an emergency response boat continue to be explored. PMFR has retained Seaspan Marine for marine fire protection on a pay for use basis.	RF	Dec. 2015
RC15/074	2015-02-24	RC	6.5.8	Update on CP Rail Issues	THAT the City work with Transport Canada to determine whether the loco spur is a candidate for whistle cessation; AND THAT the report dated February 16, 2015 from Mayor Mike Clay regarding Update on CP Rail Activities be received for information.	September 2015- Council report received May 12, 2015. Staff are proceeding with discussions with CP for "Manual Protection".	NC	COMPLETED

Outstanding Business List
Regular, Committee of the Whole and Special Meetings

RC15/081 RC15/083	2015-02-24	RC	9.1	Chafer Beetle Damage – Management Options	<p>THAT staff proceed with an enhanced education program to inform residents of methods to manage or minimize the damage associated with the Chafer Beetle at an estimated cost of up to \$5,000 as recommended in the report dated February 16, 2015 from Engineering and Parks Services regarding Chafer Beetle Damage – Management Options;</p> <p>AND THAT the request for \$5,000 for the enhanced education program be referred to the Finance Committee to determine a suitable funding source;</p> <p>AND THAT the City of Port Moody, in coordination with the City of Coquitlam and the City of Port Coquitlam, implement a coordinated Tri-City public education and outreach program regarding healthy lawn care, and options to prevent and address the Chafer beetle issue;</p> <p><u>AND THAT staff develop an action plan for addressing Chafer Beetle damage on City lands and bring forward a proposed plan, including cost implications, for Council's consideration.</u></p> <p>AND THAT the City of Port Moody implement a coupon program which would provide a 50% subsidy on the purchase of nematodes with a budget of up to \$5,000 per year for a 2-year trial period;</p> <p>AND THAT the \$5,000 for the nematode subsidy program be referred to the Finance Committee to identify an appropriate funding source.</p>	September 2015 - Chafer beetle management information provided through a coordinated Tri-Cities approach. City of Port Moody nematode coupon program completed. Stage 3 water restrictions interfered with nematode application by residents.	NC	COMPLETED
RC15/094 Consent	2015-03-10	RC	5.1	Feb 17, 2015 COW Resolutions for Ratification New Homes in the Established Ioco Road / Pleasantside Neighbourhood	<p>(COW15/007, 010)</p> <p>THAT staff be directed to bring forward changes as set out in the report dated February 10, 2015 from Development Services – Planning Division that address building height, size and siting concerns in a Zoning Bylaw Amendment;</p> <p>AND THAT staff be directed to develop a fill permit process to track grade changes and regulate the placement and type of fill for Council's consideration;</p> <p>AND THAT staff be directed to develop a set of Good Neighbour Guidelines to foster and maintain positive community relations and cooperation with neighbours and authorities for Council's consideration;</p> <p>AND THAT staff be directed to report back on a mechanism for reducing minimum lot sizes for subdivisions in order to provide sensitive infill density and alternatives to building larger homes.</p> <p>(COW15/012)</p> <p>THAT a formal neighbour feedback process be explored allowing for comments regarding new home applications in existing neighbourhoods to be received by the City.</p>	May 2015 - Partially completed. Good Neighbour Guidelines, Feedback Process approved and in place. Fill Permit process June 2015.	JS	September, 2015

Outstanding Business List
Regular, Committee of the Whole and Special Meetings

RC15/094 Consent	2015-03-10	RC	5.1	March 3, 2015 Finance Committee Resolutions for Ratification - Operating Budget Deliberations	<p>(FC15/035) THAT the capital funding envelopes be allocated to capital programs as described in the report dated February 19, 2015 from Financial Services regarding 2015 – 2019 Capital Financial Plan; AND THAT staff be directed to report back on a preliminary spending plan for the proposed capital programs that is within the allocated Asset Reserve funding envelopes as described in the report dated February 19, 2015 from Financial Services regarding 2015 – 2019 Capital Financial Plan.</p> <p>(FC15/036) THAT staff report back on capital projects, including proposed cycling infrastructure projects on Clarke Street and Murray Street, a Library Renovation project and upgrades to the Inlet Centre fields; AND THAT this discussion take place as part of a broader discussion on capital funding and Recreation Centre debt retirement.</p>	<p>April 2015 - Report submitted to the April 7, 2015 Finance Committee</p> <p>April 2015 - Report submitted to the April 21, 2015 Finance Committee</p>	PR	Completed
RC15/098/	2015-03-10	RC	6.5.7	Designated Anchorage Area Pilot Program – Town Hall and Public Consultation Plan	<p>Moved and seconded THAT staff proceed with the Designated Anchorage Area Pilot Program Town Hall and Public Consultation Plan as recommended in the report dated March 2, 2015 from Engineering and Parks Services regarding Designated Anchorage Area - Town Hall and Public Consultation Plan;</p> <p>THAT, prior to moving forward with any designated anchorage pilot program, Port Metro Vancouver be requested to commit to establishing timelines for the removal of boats;</p>	<p>May 2015 - Town hall held April 29, 2015. Hard copy/on-line survey closed May 15, 2015. Port Metro provided requested information in letter to Council dated April 21, 2015. Report back to Council with public consultation results and recommendations planned for June 23, 2015.</p>	NC	COMPLETED
RC15/099	2015-03-10	RC	6.5.7	Designated Anchorage Area Pilot Program – Town Hall and Public Consultation Plan	<p>Moved, seconded and CARRIED THAT the foregoing motion be amended by adding: "AND THAT Port Metro Vancouver be requested to commit to establishing timelines for the removal of boats." The question on the motion as amended was put to a vote; the motion was CARRIED.</p>	<p>May 2015 - Town hall held April 29, 2015. Hard copy/on-line survey closed May 15, 2015. Port Metro provided requested information in letter to Council dated April 21, 2015. Report back to Council with public consultation results and recommendations planned for June 23, 2015.</p>	NC	COMPLETED
RC15/122	2015-03-24	RC	7.2	Proposed Amendments to Official Community Plan Bylaw No. 2955	<p>Moved, seconded and CARRIED THAT Bylaw No. 3001, cited as City of Port Moody Official Community Plan Bylaw 2014, No. 2955, Amendment Bylaw No. 4, 2015, No. 3001 be read a third time as amended.</p>		JS	
RC15/127	2015-03-24	RC	9.2	Proposed Zoning Bylaw Amendments to Address House Height, Siting, and Size Concerns	<p>Moved, seconded and CARRIED THAT staff be directed to provide greater details based on the draft framework for the good neighbour guidelines incorporating view corridor and noise issues.</p>		JS	COMPLETED

Outstanding Business List
Regular, Committee of the Whole and Special Meetings

RC15/130 to RC15/135	2015-03-24	RC	9.2	Proposed Zoning Bylaw Amendments to Address House Height, Siting, and Size Concerns	<p>Moved and seconded</p> <p>THAT staff be directed to use multiple RS zones as a solution to the mega house issue – specifically to address sightlines in loco, and shadows and uncharacteristically large homes in Moody Centre and Glenayre – keeping in mind that some of these and other neighbourhoods may or may not need these specific adjustments. Moved, seconded and CARRIED</p> <p>THAT the foregoing motion be amended by removing:</p> <p>“– keeping in mind that some of these and other neighbourhoods may or may not need these specific adjustments”</p> <p>The question on the main motion (RC15/130) as amended (by RC15/131) was put to a vote; the motion was CARRIED</p> <p>Moved and seconded</p> <p>THAT proposed Bylaw 3004 be referred for consideration at the next Land Use Committee meeting on April 7, 2015.</p> <p>Moved and seconded</p> <p>THAT the foregoing motion be amended by adding:</p> <p>“AND THAT the proposed Bylaw be amended by replacing 5.4.6(a)(i) with ‘a fence sited in a front yard shall be a maximum of 1.5m in height.’”</p> <p>Moved, seconded and CARRIED</p> <p>THAT the foregoing motion be amended by replacing:</p> <p>“AND THAT the proposed Bylaw be amended by replacing 5.4.6(a)(i) with ‘a fence sited in a front yard shall be a maximum of 1.5m in height.’”</p> <p>with</p> <p>“AND THAT the proposed Bylaw be amended by removing 5.4.6(a).”</p> <p>The question on the amending motion (RC15/133) as amended (by RC15/134) was put to a vote; the motion was CARRIED</p> <p>The question on the main motion (RC15/132) as amended (by RC15/133) was put to a vote; the motion was CARRIED</p>	To be processed as part of the Zoning Bylaw Review.	JS	November 2015
RC15/160	2015-04-14	RC	9.5	Trans Mountain Pipeline Expansion – Legal Assessment Results and Recommended Next Steps	<p>Moved, seconded and CARRIED</p> <p>THAT the City continue to actively participate as an intervenor by submitting arguments and evidence in accordance with the legal strategy as recommended in the report dated April 6, 2015 from Development Services – Sustainability Division regarding “Trans Mountain Pipeline Expansion – Legal Assessment Results and Recommended Next Steps”;</p> <p>AND THAT the legal costs of \$35,000 to proceed with the evidence and argument phase in accordance to the legal strategy presented in this report be referred to Finance Committee to determine a suitable source of funding. (Voting Against: Councillor Dilworth and Mayor Clay)</p>		JS	Completed

Outstanding Business List
Regular, Committee of the Whole and Special Meetings

RC15/180 to RC15/181	2015-04-28	Regular	9.2	Rezoning and Development Permit – 2513-2519 Clarke Street	<p>Moved and seconded THAT City staff be directed to work with the Legion and TL Housing Solutions Ltd. on the development of a joint application for Veteran Canada's "Centotaph/Monument Restoration Program";</p> <p>AND THAT, concurrently, staff identify opportunities and challenges with a potential relocation of the cenotaph to Chip Kerr Park or other locations.</p> <p>Separation of the motion was requested.</p> <p>The question on the first part of the motion was put to a vote; the motion was CARRIED.</p> <p>RC15/181 Moved, seconded and CARRIED THAT the second part of the main motion be replaced with the following: "AND THAT concurrently staff work with the Legion to identify opportunities and challenges with a potential relocation of the cenotaph."</p> <p>The question on the second part of the motion as amended was put to a vote; the motion was CARRIED.</p>			
RC15/196 (Consent)	2015-05-12	RC	5.4	Celebrating Canada's 150th (Sesquicentennial) Anniversary	<p>Recommendation Adopted on Consent: THAT Council consider a process to plan events that would take place in 2017 to celebrate Canada's 150th anniversary as recommended in the report dated March 25, 2015 from the Heritage Commission regarding Celebrating Canada's Sesquicentennial.</p>	COMPLETED Sept 2015 - Council has approved \$100,000 in funding for the 2017 event. Staff is preparing a grant application to Canada 150 for event funding.	RH	Completed

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RC15/209 to RC15/210	2015-05-12	RC	9.3	Proposed Clarity to Council Procedure Bylaw No. 2988 (2014)	<p>RC15/209 Moved and seconded THAT the following sections be added or amended in schedule D of Council Procedure Bylaw No. 2988: Add new section 6(b): recognizing a Councillor's right to have items considered by the body of Council, agenda items (and accompanying report) added under section 17 cannot be removed by the Mayor, unless under rare circumstances as outlined in 6(c);</p> <p>6(c) A notice of motion, like any motion, can be ruled out of order by the Mayor under specific circumstances outlined in Roberts Rules. If ruled out of order, the motion must be included on the following agenda (without accompanying report) to give Council the opportunity to consider the ruling within the context of a meeting. The Mayor must explain his reasoning for calling the motion out of order, referencing Roberts Rules. The ruling of out of order can then be dealt with in 3 ways: (1) The ruling can be challenged. If the Mayor's ruling is not sustained, the motion and accompanying report must be placed on the following agenda; or (2) The motion can be amended so that it is no longer considered out of order. The question of whether the amended motion is in order must then be put before Council. If considered in order by Council, the motion and accompanying report must be placed on the following agenda; or (3) The motion can be withdrawn.</p> <p>Section 17(d), substitute the words "at the member's discretion, may" for the word "must"</p> <p>Section 18(b) be added, which clarifies: "A notice of motion implies that the motion is moved at the subsequent meeting of Council and requires a seconder at that meeting to be considered."</p> <p>RC15/209 Moved, seconded and CARRIED THAT the foregoing motion be supported in principle and referred to staff as direction for bringing forward a revised Council Procedure Bylaw for Council consideration.</p>	Going to Committee of the Whole on Oct. 20/15	DS	
RC15/210	2015-05-12	RC	9.3	Proposed Clarity to Council Procedure Bylaw No. 2988 (2014)	<p>Moved, seconded and CARRIED THAT staff be directed to reorder the sections of the Council Procedure Bylaw for clarity and consistency.</p>	Going to Committee of the Whole on Oct. 20/15	DS	